Appendix XIV
Policy on the Use of Non-Government of Canada Samplers for the Canadian Shellfish Sanitation Program

1. Introduction
The Canadian Shellfish Sanitation Program (CSSP) is delivered by Fisheries and Oceans Canada (DFO), Environment and Climate Change Canada (ECCC) and the Canadian Food Inspection Agency (CFIA). ECCC and CFIA conduct testing of shellfish growing area marine waters and shellstock, respectively, for compliance with Canadian standards. The CSSP Manual of Operations describes how samples are collected by government (CSSP-mandated) employees in order to be acceptable to CSSP requirements and quality assurance programs. However, under certain circumstances, it is preferable that sampling be conducted by non-Government of Canada (GoC) samplers. Upon request by CFIA or ECCC, a sampling arrangement (agreement or contract) may be established between ECCC or CFIA and a non-GoC party to support delivery of the CSSP. Non-GoC parties are advised that other policies (e.g. CSSP Appendix XIII – Procedures for Classification of New Shellfish Harvesting Areas) are taken into account when a decision is made on the establishment of a non-GoC sampling arrangement. The CSSP partners reserve the right to limit the number of non-GoC sampling arrangements on a regional or national basis.

2. Objective
The goal of this policy is to establish minimum criteria to enable the CSSP partners to enter into non-GoC sampling arrangements. Samples taken under such arrangements are deemed appropriate to be used by the shellfish control authority (SCA) to make a regulatory decision on the status of a shellfish growing area.

3. Scope
This policy applies to all marine water and shellstock sampling conducted by non-GoC samplers for submission to a CSSP laboratory. When sampling is conducted as described by the policy, the CSSP laboratory (Government or other) will deem the samples as acceptable for analysis. Occasions when this policy may be applied include (but not limited to):

- routine sampling for monitoring programs (e.g. water quality, biotoxin);
- sampling to support revoking closures in conditional areas;
- sampling to support revoking closures in areas closed under appendix III (Procedures for Molluscs Exceeding CFIA Bacteriological Guidelines) or appendix VIII (Emergency Closures); and
- special sampling projects (e.g. scientific research, WWTP studies, sampling related to remediation work, new classification, or classification changes)

4. Policy Statement
The objective of the CSSP is to provide reasonable assurance that bivalve molluscs are safe for consumption through various means including the collection of marine growing waters and shellstock for laboratory testing of various parameters. The CSSP is committed to developing a policy whereby other parties (non-GoC) are able to collect and submit samples to a CSSP laboratory while meeting the requirements of the CSSP.
5. Policy Requirements

5.1 In order to ensure that sampling is conducted as per the CSSP, a formal arrangement must be completed between the applicable department and the sampler. The arrangement must stipulate the purpose, contributions to be made by each party, duties to be conducted by each party, terms and conditions, arrangements for initial and ongoing training, signatures from each party representative, a work plan and sampling schedule, sampling procedures (or a reference to existing ones), a reference to applicable provincial or federal Occupational Health and Safety (OHS) and any applicable Transport Canada vessel requirements. The arrangement will include an audit component to ensure that the samples are collected as per the sampling procedures found within.

5.2 Individual samplers will be deemed CSSP recognized (i.e. added to list of approved CSSP samplers) if they have completed a signed agreement, completed all prescribed training, and possess all applicable certifications and licenses. The list of prescribed training, certifications, and licenses will be provided by ECCC and/or CFIA to the interested parties.

5.3 The responsibility for recognition of non GoC samplers including arrangement development, training, and evaluation will be that of the individual department or agency. Such arrangements must be consistent with existing policies (e.g. CFIA Alternative Service Delivery, ECCC Third Party Safety Guide) in effect within each department/agency.