

Program checklist for Canadian nurseries producing Japanese Barberry (*Berberis thunbergii*) under the Canadian Barberry Certification Program (CBCP)

All points in this form will be evaluated during the review of the initial application (see Section 3.2.1) and during the annual systems inspection (Section 3.2.2).

As an alternative, staff who make use of an audit checklist may draw the relevant points from this form.

Name of nursery:	
Address	_____

CHECKLIST	Yes	No	Notes	If No, action to take to achieve Yes
Initial application				
Is the application form complete?				
Is the management plan included with the application?				
Management plan				
Does the management plan describe how the conditions of the CBCP are incorporated into nursery operation?				
Has the management plan been kept up to date?				
Has the nursery informed the CFIA of changes to operations with respect to the CBCP?				
Suppliers				
Do all suppliers named on active Permits to Import appear on the list of nurseries approved by the USDA and the CFIA to export <i>B. thunbergii</i> plants to Canada?				
Is all <i>B. thunbergii</i> plants for propagation obtained from approved sources in Canada or the U.S.?				
Propagation				

CHECKLIST	Yes	No	Notes	If No, action to take to achieve Yes
Are only clonal methods of propagation in use? No other methods of propagation are permitted.				
Are only cultivars of <i>B. thunbergii</i> listed in Appendix 2 propagated?				
Nursery				
Are there no wild or non-approved species of barberry present at the nursery?				
Are all cultivars planted in blocks and separated from others?				
Are all cultivars clearly identified (plants, groups of plants or pots) by botanical and cultivar names and by identification code?				
Records				
Is a copy of the signed application with the assigned nursery code kept on file?				
Do accurate records of field and nursery row planting indicate the cultivar name and the quantities planted, as well as the identification codes assigned to the propagated plants?				
Are identification codes in the format specified in Section 2.4.1.2 of D-01-04?				
Is there a map indicating the location of all <i>B. thunbergii</i> blocks within the nursery facility, including imported, domestic and propagated stock? This includes any fields geographically separated from the nursery.				
Are there records of sales and distribution of the stock produced under the CBCP with their identification codes?				
Is the labelling/record-keeping system sufficient to determine the distribution of plants within Canada and allow traceback of plants to the nursery of propagation in Canada or the U.S.?				
Is the Inspector's Report, noting the cultivar identity(ies), identification code(s) and volume(s) approved for distribution and sale, kept in the nursery's records?				

CHECKLIST	Yes	No	Notes	If No, action to take to achieve Yes
Are records retained for five years?				
Distribution				
Have all products released for distribution or sale received prior clearance from the CFIA?				
Do all plants for distribution or sale bear a label indicating the cultivar and identification code?				
RECOMMENDED FOR APPROVAL:				
<p>YES NO (If no, please summarize explanation for refusal):</p>				
INSPECTOR:				
_____	_____	_____		
Printed name	Signature	Date		