Standard Operating Procedure (SOP) for Phytosanitary inspection & certification activities in wake of COVID-19 situation.

Phytosanitary activities in Export

1. All the Officials posted in Plant Quarantine Stations and in PQ Division of the headquarters are instructed to be available electronically by mobile and email.

2. All the Plant Quarantine Stations, State PSC issuing authorities and PQ Division of the headquarters will be functional with minimum required manpower in wake of COVID-19 situation.

3. Applications of export are accepted online in PQIS website [http://plantquarantineindia.nic.in](http://plantquarantineindia.nic.in) and officials are deputed online without requiring any physical documents. Contact details of Phytosanitary inspectors are given online so that exporters can easily coordinate with inspecting officials.

4. Following the norms of hygiene and social distancing the PQ Official inspect the consignment as per requirement of importing country and submit report online and if specific laboratory test is required, samples are submitted in laboratory of the PQS.

5. Submitted samples on requirement basis are tested in laboratory and reports are submitted online.

6. PSC issuing authority on online report, issues Phytosanitary certificate. This PSC is scanned in PDF form and sent to importing country with request to accept scanned copy and release the consignment without delay.

7. Original Phytosanitary Certificates are given to the exporter or person authorized by him so that they can submit the same to the importing country at the first instance when it becomes possible.

Phytosanitary activities in Import:

1. All the Officials posted in Plant Quarantine Stations and in PQ Division of the headquarters are instructed to be available electronically by mobile and email.

2. All the Plant Quarantine Stations and PQ Division of the headquarters will be functional with minimum required manpower.

3. Applications of import are accepted online in PQIS website [http://plantquarantineindia.nic.in](http://plantquarantineindia.nic.in) and officials are deputed online without any physical documents. Contact details of inspectors are given online so that importer can easily coordinate with the PQ inspector.
4. Following the norms of hygiene and social distancing the PQ Official inspects the consignment as per requirement of PQ Order, 2003 and submit report online and if specific test is required, sample is submitted in laboratory for analysis.

5. Submitted samples are tested on requirement basis in laboratory and report is submitted online.

6. PQ Officer on online report, recommend release of the consignment to the Customs online.

7. Original Phytosanitary Certificate which is a mandatory requirement as per PQ Order, 2003 is managed with following measures:-
   - Acceptance of copy of PSC and undertaking by the importer for submission of original PSC immediately once received. Such copy of the PSCs simultaneously sent to the exporting country’s NPPO for verification & authentication by mail. The consignment will be released without waiting confirmation from exporting country.
   - Acceptance of PSC received through mail by exporting countries NPPO. No further verification is required.
   - Acceptance of PSC that can be immediately verified by the online platform/link shared by NPPO of exporting country.

**General Guidelines:**

Following advisories has been issued in view of prevailing COVID-19 situation in the country and to prevent its spread:

1. All officer in-charges are advised to ensure that the staff associated with Phytosanitary activities while performing the assigned duties shall maintain social distancing and hygiene norms.

2. The owners / managers of the pack houses/treatment facilities/processing units/ICDs should also be advised to strictly follow norms of social distancing and hygiene in respect of the workers / supervisors and other persons involved in shorting, grading, packaging and other activities of agricultural products meant for export.

3. They also need to follow the advice and guidelines issued by the Government of India, State Government & local authorities from time to time. The detailed guidelines may be seen on the website of Ministry of Health and Family Welfare: https://www.mohfw.gov.in