APPROVED LABORATORY AGREEMENT
AND PERMIT AGREEMENT

I hereby agree to observe all conditions and provisions set forth in this permit when handling any samples of material received under permit. I also accept responsibility for carrying out all necessary precautions to assure compliance with such conditions and provisions by all co-workers in the laboratory who will handle such material.

_____	_____
Laboratory Name	Authorized Representative (print or type)
_____	_____
Address	Title
_____	_____
City, State, Zip Code	Signature (required)
_____	_____
Telephone	Date

APPROVED LABORATORY PERMIT

Permit No. _____   Date Issued _____

In consideration of the above agreement and it having been determined that equipment and facilities stated below are provided at the above named laboratory, said laboratory is issued this permit under authority of Section 3154, Title 3, California Code of Regulations, and is authorized to receive restricted or prohibited samples of plants and plant products for analyses or scientific experiments or tests under the conditions and provisions outlined below. This permit is revocable at any time upon written notice to the permittee. THIS PERMIT SHALL BE VOID TWO YEARS FROM THE DATE ISSUED UNLESS WRITTEN REQUEST FOR RENEWAL IS RECEIVED AT LEAST 30 DAYS PRIOR TO EXPIRATION.

_____   _____
Dean Kelch, Supervisor   County Agricultural Commissioner
Permits and Regulations
Plant Health and Pest Prevention Services

cc: County Agriculture Commissioner
      USDA, APHIS, PPQ, Sacramento
      Pest Exclusion Area Office

Permits and Regulations ● 1220 N Street, Suite 210 ● Sacramento, California 95814
Telephone: 916.654.1017 ● Fax: 916.654.1018 ● www.cdfa.ca.gov

State of California
Gavin Newsom, Governor

<u>Minimum Facility Requirements:</u>

1. Availability of a satisfactory place within the laboratory for holding and inspecting incoming material.
2. Availability of equipment or facilities in laboratory for immediate treatment, or destruction if necessary, of pest contaminated material. Such facilities include but are not limited to incinerator, steam sterilizer (autoclave), oven, large cooker, fumigation chamber, acid or caustic vat. A blender or similar type of equipment may be approved as a treatment for material or insects.
3. Availability of a freezer capable of holding stored material at 20°F or lower.
4. Proper maintenance of records, listing type of material, date received, and amount of each lot tested or disposed of, until entire sample has been accounted for.

<u>Conditions:</u>

1. The laboratory employee requesting or arranging for shipments of material will consult the County Agricultural Commissioner at xxx-xxx-xxxx, or via email: and/or the California Department of Food and Agriculture, Pest Exclusion Branch at 916-654-0312. Email: peinfo@cdfa.ca.gov to determine if material is subject to quarantine. **Material not meeting quarantine requirements shall be destroyed or returned to origin at shipper's expense.**
2. **This permit allows for analysis by residue testing laboratories in California. Material is used in research studies or scientific tests with the intent of destructive sampling. The laboratories must meet all conditions and agree in writing to abide by the limitations, conditions and provisions in handling sample material that would otherwise be restricted or prohibited under California plant quarantine regulations.**
3. Collectors or persons gathering material for shipment are to select material carefully to exclude insects, diseases, weeds or weed seed and other pests.
4. All samples are to be free of soil, debris and roots, except root crops well washed before shipping. Laboratories interested in receiving soil or roots normally prohibited or restricted by quarantine may arrange for a special permit for individual samples. Such permit must be granted prior to shipment.
5. All samples of plant material must be contained in plastic bags securely tied or sealed and shipped in sturdy outer containers.
6. Samples must be shipped by commercial carrier or USPS and are not to be transported as baggage or personal belongings unless permission is obtained in advance.
7. Quarantine or infested material that presents a pest hazard must be labeled and recorded. The record will be maintained until the entire sample has been utilized in the process of testing or is otherwise treated or destroyed by an approved method. The record must be made available to state/CDFA and/or County inspector upon request.
8. It is the responsibility of the lab to meet the conditions of the permit and ensure that the shipment of the material contains clearly displayed <u>notification language</u> on the outside of each package. <u>Notification language</u> should designate origin material and the associated permit number. For example: "This package contains "cherry fruit" grown in (add origin state here) and shipped in accordance with <u>CDFA Approved Lab Permit no. XX-XX</u>."

9.   Permitted quarantine material received must be retained in storage, held in a freezer in plastic bags or other tight containers. Such material must be identified in the lab and staff should be aware of the conditions of the permitted material.

10. Plant material received by an approved laboratory shall be used for analysis or testing only. The material must never be used for propagation or removed from the laboratory for any purpose without treatment and prior permission from CDFA Permits at permit@cdfa.ca.gov and Pest Exclusion Branch.

11. Quarantine and/or recorded pest material shall be treated or disposed of in an approved manner to the satisfaction of the agricultural inspector, unless the process of testing is determined by the inspector to be an adequate method of destroying or preventing escape of any pest which is or may be present.

12. Materials are to be limited to the minimum amount needed for testing. Shipments limits apply to all materials. Materials should not be above commercial shipment size.

13. This Approved Laboratory Permit does not authorize receiving and working with regulated pests or quarantined commodities (except for those mentioned below). To receive regulated plant parts or organisms, please apply for the appropriate State or Federal permit and/or certificate **prior** to shipment of the material. For the most current information on quarantine actionable/restricted materials, please examine the California Plant Quarantine Manual at
 https://www.cdfa.ca.gov/plant/PE/InteriorExclusion/pqm.html