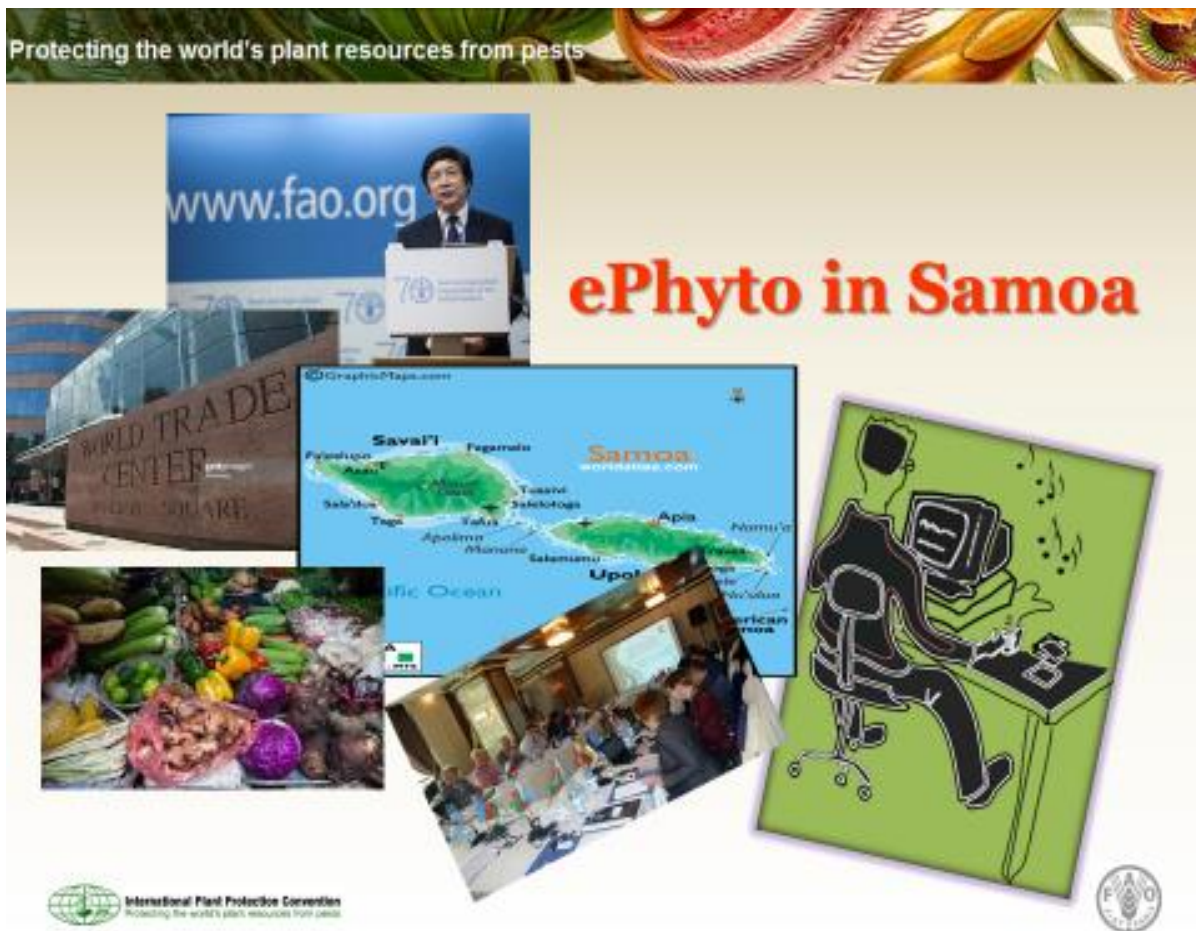


ePhyto Country Report for Samoa



First Draft compiled by Dr Chin Karunaratne – September 2016

Country report - Samoa
Table of contents

EXECUTIVE SUMMARY:	5
1. Assessment	6
2. Context/Approach	7
3. ePhyto in Samoa	7
4. Organisational Structure of Ministry of Agriculture in Samoa	8
4.1 Overview.....	8
4.2 Structure of Ministry of Agriculture and Fisheries, Samoa	9
4.3 Divisions of the Ministry.....	9
5. Status of Exports in Samoa	11
5.1 Exports:.....	11
5.2 Export clearance at the Samoan sea port.....	11
5.3 Export clearance at the Samoan air ports.....	12
6. Status of Imports in Samoa	18
6.1 Imports:.....	18
6.2 Import clearance of plant and plant products at air ports and sea port in Samoa	18
7. Potential for ePhyto Sustainability	23
8. Country Requirements for Proposed ePhyto Development	24
8.1 Assessment of physical infrastructure needs.....	24
8.2 Assessment of resource development.....	25
8.3 Assessment of capacity building needs.....	25
8.4 Assessment of legislative framework.....	25
8.5 Stakeholder consultations.....	26
8.6 Policy framework.....	26
8.7 ePhyto funding capacity of Samoa	27
8.8 Training of officers for GeNS in Samoa	27
8.9 Samoa as a Pacific solution for ePhyto implementation.....	28
8.10 Benefit analysis of GeNS after implementation in Samoa	28
8.11Contingency plan for Samoa	29
9. Operational Processes	29
9.1 General Procedures for Exporting Plant and/or Plant Products	29
9.2 General Procedures for Importing Plant and/or Plant Products into Samoa.....	33
10. Assessment of activities undertaken at the sea port and air port for exports after introduction of GeNS	39
11. Assessment of activities undertaken for imports after introduction of GeNS	39
12. ePhyto Change Assessment	40

13. Appendices	Document 12 41
Country report - Samoa	
13.1 ePhyto Background.....	41
13.2 Status of Action Items and their Outcomes	45
13.3 Agenda of ePhyto Project Planning Meeting in Samoa	55
13.4 Details of Participants	61

Country report - Samoa

Table of Figures

FIGURE 1: ePHYTO WORKSHOP ATTENDEES FOR SAMOA.....	8
FIGURE 2: APPLICATION FOR LICENSE TO EXPORT	12
FIGURE 3: EXPORT REGISTER WITH DETAILS OF EXPORT.....	12
FIGURE 4: SAMOAN INSPECTION REPORT FOR EXPORT.....	13
FIGURE 5: APPLICATION FOR IMPORT PERMIT.....	13
FIGURE 6: X RAY INSPECTION AT THE AIR PORT	14
FIGURE 7: LICENCE TO EXPORT	14
FIGURE 8: IMPORT PERMIT FROM AMERICAN SAMOA	15
FIGURE 9: FUMIGATION CERTIFICATE FROM SAMOA	16
FIGURE 10: PHYTOSANITARY CERTIFICATE FROM SAMOA.....	17
FIGURE 11: ARRIVAL ADVICE – AGRICULTURAL COMMODITIES EXPORTED TO SAMOA.....	19
FIGURE 12: CUT FLOWER IMPORT REQUIREMENTS FROM AMERICAN SAMOA	19
FIGURE 13: SEIZURE OF QUARANTINE MATERIALS IMPORTED TO SAMOA	20
FIGURE 14: PHYTOSANITARY CERTIFICATE FROM AMERICAN SAMOA.....	20
FIGURES 15 & 16: MASTER’S DECLARATION AND IMPORT CARGO MANIFEST DOCUMENTATION	21
FIGURES 17 & 18: GOODS IN IMPORT CONSIGNMENTS.....	21
FIGURE 19: INSPECTION OF CONTAINERS IN SAMOA WITH CUSTOMS AND QUARANTINE OFFICERS.....	22
FIGURES 20 & 21: SHIP PARTICULARS AND SHIPPING LIST OF IMPORTS TO SAMOA.....	22
FIGURES 22 & 23: CUSTOMS SEAL NOTIFICATION AND OPENING OF CONTAINER AFTER BREAKING THE SEAL.....	23
FIGURE 24: STEPS IN EXPORT INSPECTION AND PRIVATE EXPORT OF PLANTS AND PLANT PRODUCTS.....	31
FIGURE 25: STEPS IN EXPORT INSPECTION AND COMMERCIAL EXPORT OF PLANTS AND PLANT PRODUCTS (VIA AIR AND SEA CARGO).....	32
FIGURE 26: STEPS IN IMPORT INSPECTION AND CLEARANCE OF PLANTS AND PLANT PRODUCTS	34
FIGURE 27: PROCESS OF EXPORT PHYTOSANITARY CLEARANCE FROM SEA PORT AND AIR PORT FOR COMMERCIAL AND PRIVATE EXPORTERS IN SAMOA (EXPORTS WITHOUT ePHYTO)	35
FIGURE 28: PROCESS OF EXPORT PHYTOSANITARY CLEARANCE FROM SEA PORT AND AIR PORT FOR COMMERCIAL AND PRIVATE EXPORTERS IN SAMOA (EXPORTS WITH ePHYTO)	36
FIGURE 29: PROCESS OF IMPORT PHYTOSANITARY CLEARANCE FROM SEA PORT AND AIR PORT FOR IMPORTERS IN SAMOA (IMPORTS WITHOUT ePHYTO).....	37
FIGURE 30: PROCESS OF IMPORT PHYTOSANITARY CLEARANCE FROM SEA PORT AND AIR PORT FOR IMPORTERS IN SAMOA (IMPORTS WITH ePHYTO).....	38
FIGURE 31: ePHYTO RELATED CPM PROCESS	43

EXECUTIVE SUMMARY:
Country report - Samoa

This report captures the outcomes of the ePhyto Project Planning (EPP) workshop and field visit with officers from the Ministry of Agriculture & Fisheries in Samoa on 22 to 26 August 2016. This workshop is the second ePhyto related workshop conducted by the Department of Agriculture and Water Resources (the department), Australia with guidance from the ePhyto Steering Group (ESG) and the International Plant Protection Convention (IPPC).

The objectives of the workshop was to discuss the ePhyto project for setting up a Generic ePhyto National System (GeNS) in Samoa as part of the IPPC global ePhyto Solution. This report will detail the import and export process maps of Samoa before and after ePhyto implementation, key observations, and action items encapsulated from the workshop.

This report provides export and import process maps for Apia, sea port and Falelo International air port that were inspected. It may be reasonably assumed that these activities may not be different to existing process maps for the Fagali'I air port in Samoa considering the low volume of phytosanitary certificates processed from this location.

Recommendations:

The National Plant Quarantine Service (NPQS) in Samoa should consider the following recommendations for successful GeNS implementation and smooth functioning of its operations.

- a). The work of Project Management Team (PMT) should be carefully supervised and supported by Executive so that it is undertaken in a team environment where capabilities of relevant officers in areas of their expertise are identified, utilised and absorbed into GeNS implementation and management.
- b). The process maps provided in this report should be used as they will provide guidance to regulate business processes of exports/imports in Apia sea port and Faleolo International air port.
- c). Samoa should review their current phytosanitary certificate charges to enable extra revenue gained by this exercise to supplement future funding for ePhyto GeNS and certificate exchange charges.
- d). Samoa should arrange to allocate sufficient space for setting up GeNS terminals at the Apia sea port and Falelo International air port .
- e). Since the release of external or internal funds for implementation of GeNS will be progress driven, the NPQS in Samoa should advise the funding provider on the progress of the work undertaken/milestones achieved for various tasks as soon as practical.
- f). After implementation of GeNS in Samoa, business processes connected with phytosanitary certification should be further regulated/changed by the relevant business areas in Samoa to suit business needs/requirements to maximise process driven efficiencies.

1. Assessment Country report - Samoa

Samoa has good potential for ePhyto implementation due to its location with neighbouring Pacific countries, knowledge of processes, availability of infra-structure and enthusiasm of exporters and importers.

Due to resource limitations, Samoa could not appoint a full time Project Manager to progress the ePhyto work. The IPPC country co-ordinator who in his capacity as the assistant Chief Executive Officer of Quarantine for Samoa is supervising this project as the Project Manager.

NPQS Samoa appointed a Working Group to compile its country work plan to undertake ePhyto work with senior officers at the sea port and air port. The process map compiled by Samoa required further revision after the workshop as it did not identify all treatments that is or would be used (currently and in future) for disinfestation of import/export produce (Action Item 5).

The department of Agriculture, Canberra is planning on having teleconferences with Samoa in the future to progress and finalise future action items associated with ePhyto implementation.

The communication between officers involved in the ePhyto project is good. The co-ordination of activities over the development of ePhyto country work plan by the Project Management Team needs to be supervised regularly, as this will assist in the smooth implementation and continuation of GeNS. The Project Manager needs to undertake an active role in further revising and finalising the country work plan.

The team work between various individuals is extremely important to achieve common goals. Many senior officers of the department expressed their support for ePhyto implementation stating that this was a long overdue task but did not have sufficient time to drive the project activities.

The Project Manager informed that Samoa is currently considering another software system to manage various phytosanitary activities as requested by the Ministry of Agriculture. The overall impact of this system conflicting with GeNS in Samoa after implementation has not been assessed at this stage.

Samoa should also get actively involved in sourcing external funds from various sources to improve its infra-structure development to facilitate GeNS implementation.

In conclusion, close supervision and coordination of GeNS implementation with PMT is required to implement and continue this work with the Samoan Quarantine Service (SQS). The Project Manager has to play an active role to fulfil these requirements.

2. Context/Approach Country report - Samoa

Based on the global survey conducted by the IPPC, eight countries (Australia; Chile; China; Kenya; The Republic of Korea; The Netherlands; New Zealand; USA) have confirmed their willingness to participate in piloting the hub with their existing national systems. Furthermore, 6 countries (Ecuador; Egypt; Ghana; Guatemala; Samoa; Sri Lanka) have confirmed their willingness to participate in the pilot using GeNS after implementation.

Samoa has been selected as the only partner country in Pacific Plant Protection Organisation (PPPO) for establishing ePhyto generic system as it does not have a national system. Based on the survey results, Samoa had scored (65%). Samoa was selected based on the

- 1). Infrastructure rating (88%),
- 2). the “Minor Work” required on its legislation for ePhyto transition with less delay to delivery and,
- 3). the positive impact on business continuity when completed.

The IPPC Secretariat is working with other international organisations, such as CODEX Alimentarius, the World Organisation of Animal Health (OIE), the United Nations Centre for Trade and Developments (UNCTAD), the World Customs Organisation (WTO), along with international industry associations and technical experts in electronic phytosanitary certification from the Food and Agriculture Organisation’s (FAO) regions to develop the ePhyto Solution.

The ePhyto development has commenced in July 2016 with the development of the hub and GeNS by UNICC. It is expected that development will require seven to eight months to complete followed by piloting the system with 8 to 10 countries. Piloting will continue for three to four months to determine the efficiency of the system, the operating costs and to establish implementation tools that will assist countries in adopting the Solution. Following this work, the pilot countries selected for ePhyto implementation in the first round may begin exchange.

Australia has drafted a detailed work plan for ePhyto development in APPPC pilot countries. This work plan, approved by the APPPC ePhyto Working Group, was tabled at the 29th session of the APPPC meeting in September 2015 in Indonesia for endorsement. It has since been expanded to develop a standard work plan that will be used for implementing the IPPC Global ePhyto Solution (National and GeNS) in various countries.

3. ePhyto in Samoa

Samoa is an island and borders American Samoa, Tokelau, Tonga and Wallis and Futuna by sea.

The IPPC Secretariat along with members of the ePhyto Steering Group (ESG) representatives (Peter Neimanis and Chin Karunaratne) met with the Samoan Quarantine Division from 22-26 August 2016 in Apia, Samoa. Mr Shane Sela, the Project Manager for ePhyto, attended the meeting on behalf of the IPPC Secretariat. The objective of the meeting was to discuss the specifications of the proposed ePhyto Solution and the steps required for pilot countries to implement the GeNS.

Samoa is one of the countries selected to pilot the GeNS component of the ePhyto Solution which is expected to begin in early 2017. The ESG and IPPC team worked with Samoan Quarantine Officers and its senior management to assess their work activities and to identify the business changes required for implementing the GeNS. The group also discussed the development of a detailed country work plan outlining the steps for implementation of the GeNS in Samoa.

Some key elements of the work plan included:

Country report - Samoa

- ✦ To establish a country based project team which will work with the ESG and IPPC in the installation and training on the system,
- ✦ to conduct a detailed assessment of the workflows associated with the issuance and receipt of phytosanitary certificates,
- ✦ to identify potential areas where changes in these work flows may be required and
- ✦ to establish processes for consultation with country stakeholders which will assist Samoans with identifying the benefits and potential impacts of implementation.

The assessment is key to ensuring that countries selected for the pilot are ready to implement the GeNS once ready for installation. Moreover, working closely with pilot countries provides an opportunity for the IPPC to receive feedback on the proposed process for conducting a business assessment in support of ePhyto implementation. This business assessment process is an important tool for all countries intending to implement ePhyto. A business process assessment roadmap will be made available to all countries once the pilot is complete.

Figure 1: ePhyto workshop attendees for Samoa



Front row: Viiga S. Filemu, Peter Neimanis, Chinthaka Karunaratne, Pelenato Fonoti, Talei F. Moors, Sarai Tevita

Back row: Ferila Samuelu, Jacqueline Adams, Fiapaipai To'o, Letoa Pine, Shane Sela, Toleafoa Daryl Elisaia, Anoano S Vaai, Vaeve'a Vesi Ioane, Olive Jayto Alesana, Tanu Tufuga, Tovine Wilson

4. Organisational Structure of Ministry of Agriculture in Samoa

4.1 Overview

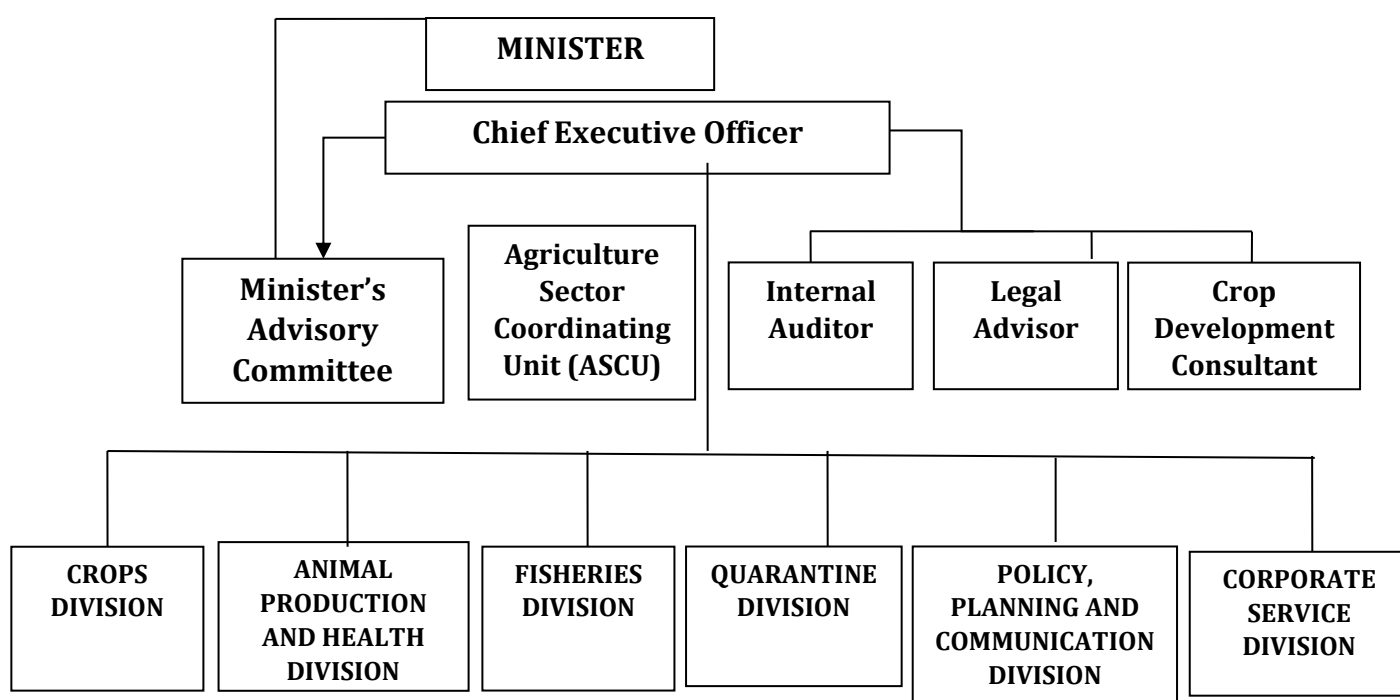
The Ministry of Agriculture and Fisheries (MAF) in Samoa is the principal organisation charged by the Government of Samoa to provide the policies, regulation and technical support to agriculture and fishery production. MAF's approach is to work in partnership with stakeholders such as subsistence

farmers, commercial farmers, importers, exporters and agro-processors; and in collaboration with their associated public agencies, NGO's and service providers.

Country report - Samoa

The Ministry's role and functions are mandated under the authority found in various Acts of Parliament and related regulations. The Chief Executive Officer (CEO) is delegated the authority to administer these acts and is assisted by an Executive Management Team and staff that are based at field stations throughout Upolu and Savaii.

4.2 Structure of Ministry of Agriculture and Fisheries, Samoa



4.3 Divisions of the Ministry

The Ministry has six major divisions for service delivery plus three independent positions (e.g. legal consultants (e.g. Internal Auditor and Crops Consultant) reporting directly to the CEO. In addition and in support to the Sector Wide Approach (SWAp), a Sector Coordinating Unit is proposed of.

Sector Coordinating Unit (SCU)

Output Description: To coordinate and monitor the implementation of the Agriculture Sector Plan (2016 – 2020) in a Sector Wide Approach (SWAp). Sector Coordination improved investments in food security inclusive of commercial agriculture and fisheries production systems.

Crops Division (CD)

Output Description: To undertake research, development and advisory services to improve crop production for subsistence and commercial producers, processors and marketers.

Animal Production and Health Division (APHD)

Country report - Samoa

Output Description: To undertake research, development and provide advisory services to improve animal health, meat inspection services, and livestock production for subsistence and commercial producers, processors and marketers.

Fisheries Division (FD)

Output Description: To undertake research, development and advisory services to improve in-shore fisheries, commercial fisheries, aquaculture and adoption of sustainable fisheries practices.

Quarantine Division (QD)

Output Description: To prevent the introduction and spread of unwanted agricultural pests and diseases, whilst facilitating the import and export of commodities, in compliance with all existing agreements and international obligations. To regulate and monitor the importation and use of pesticides.

Policy, Planning and Communication Division (PPCD)

Output Description: To develop policy advice, action plan and communicating product on matters such as domestic and international primary production, trade, conservation, bio-security, projects, world food day, other programmes and management issues.

Corporate Services Division (CSD)

Output description: To provide training, human resource management, financial and asset management, record keeping, overall administration and to ensure compliance with the Public Finance Management Act 2001, Treasury Instructions and the PSC Act 2004.

Legal Consultant (LC)

Internal Auditor (IA)

Crops Consultant (CC)

Proposed ePhyto terminals:

The Plant Quarantine Service (PQS) on behalf of the Ministry of Agriculture and Fisheries, Samoa has requested setting up six ePhyto terminals for GeNS implementation at various locations in Samoa.

Ministry of Agriculture and Fisheries, Samoa: **(five ePhyto terminals in total)**

✚ Quarantine Headquarters at Matautu-tai (one terminal)

✚ Faleolo International Air port (one terminal)

✚ Fagalii International Air port (one terminal)

✚ Satitoo Wharf on Upolu (one terminal)

✚ Savaii:

➤ Maota air port (one terminal)

➤ Asau office port (one terminal)

Information Technology

Information and Communication Centre (ICC), Peradeniya **(proposed ePhyto management centre)**

5. Status of Exports in Samoa

Country report - Samoa

5.1 Exports:

Samoa is the 193rd largest export economy in the world. In 2014, Samoa exported US \$52.6 million and imported US \$458 million, resulting in a negative trade balance of \$405 million. In 2014 the GDP of Samoa was US \$800 million and its GDP per capita was US \$5.79k. The top five countries for Samoan exports are Australia, New Zealand, USA, American Samoa and Singapore.

The top exports of Samoa are insulated wire (US \$19.5M), non-fillet frozen fish (US \$3.86 million), beer (US \$2.46 million), other furniture (US \$2.09 million) and fruit juice (US \$2.05 million), using the 1992 revision of the HS (Harmonized System) classification. Its top imports are refined petroleum (US \$106 million), poultry meat (US \$19.3 million), cars (US \$8.64 million), processed fish (US \$8.53 million) and sawn wood (US \$6.7million).

In 2015, major exports to Australia are electrical distributing equipment (AU \$30.363 million), telecom equipment and parts (AU \$0.562 million), non-ferrous waste & scrap (AU \$0.367 million), and manufactures of base metal, nes (AU \$0.307 million). The number of export phytosanitary certificates issued annually by Samoa is 5,500 to 6,000 which included re-export phytosanitary certificates (ePhyto Survey, 2015).

5.2 Export clearance at the Samoan sea port

The National Plant Quarantine Station at the Satiota wharf conducts various activities (e.g. registration, processing of applications etc.) associated with sea export. It was noticed that the space would be limited in the ground floor for setting up many ePhyto workstations.

Samoa uses export registration books to record details of applications submitted to them (Figure 3). However, separate record books are not maintained for its major exports such as taro other products. Recording information in log books (registers) is cumbersome and there is a huge potential for loss of information in the event a register ever gets lost. No contingency plans are currently in place at the sea port to retrieve registration records whenever a register gets misplaced.

All exporters intending to export plants and plant products for commercial purposes apply for an license (Figure 1) from the Samoa Quarantine Service (SQS). If the export license is issued further evaluation of import conditions are not required unless the importing country has amended its import conditions and provided advice to SQS or the exporter. The export license (Figure 7) is issued only if the commodity is allowed for export and the exporter has paid an annual fee to extend the license beyond the permitted period. The import conditions are evaluated for private exporters who do not have an export license by SQS but the remaining export processes will be same as commercial exporters.

The next stage in the export clearance process is to apply for phytosanitary certificate (Figure 10) after mandatory pre-export consignment inspection/sample testing/treatment (e.g. fumigation, chemical spraying etc.) are done to get the prior approval for export. Sampling of consignments for sea transport are done as per the number of boxes/cartons submitted for export. The application for phytosanitary certificate for export (Figure 2) is lodged by exporter with the details of product as specified in the export process map (Figure 25).

If the export conditions and other export requirements are in order, SQS enter certification details in the Samoan Quarantine Inspection Database (SQID) and the phytosanitary certificate is issued. It may be possible that the SQID system would be replaced at some stage with GeNS after implementation if it has the capacity to record major information in SQID. The phytosanitary certificate is issued after payment of fees associated with the export is made. When the GeNS is implemented in Samoa, the record books will become redundant as the information will be electronically stored. The processes

that may get redundant after GeNS is implemented are specified in the export process documents (Figure 27 & 28) for Samoa

Country report - Samoa

5.3 Export clearance at the Samoan air ports

The export clearance for air transport is done at the headquarters of Matautu-tai for exporting produce from the Falelo International Air port and the Fagalii International Air port. The export clearance is undertaken for the Maota Air port at the Asau office in Savaii. It has been noticed that the export processes for sea port and air port are similar in Samoa and commercial exporters also could undertake air transport.

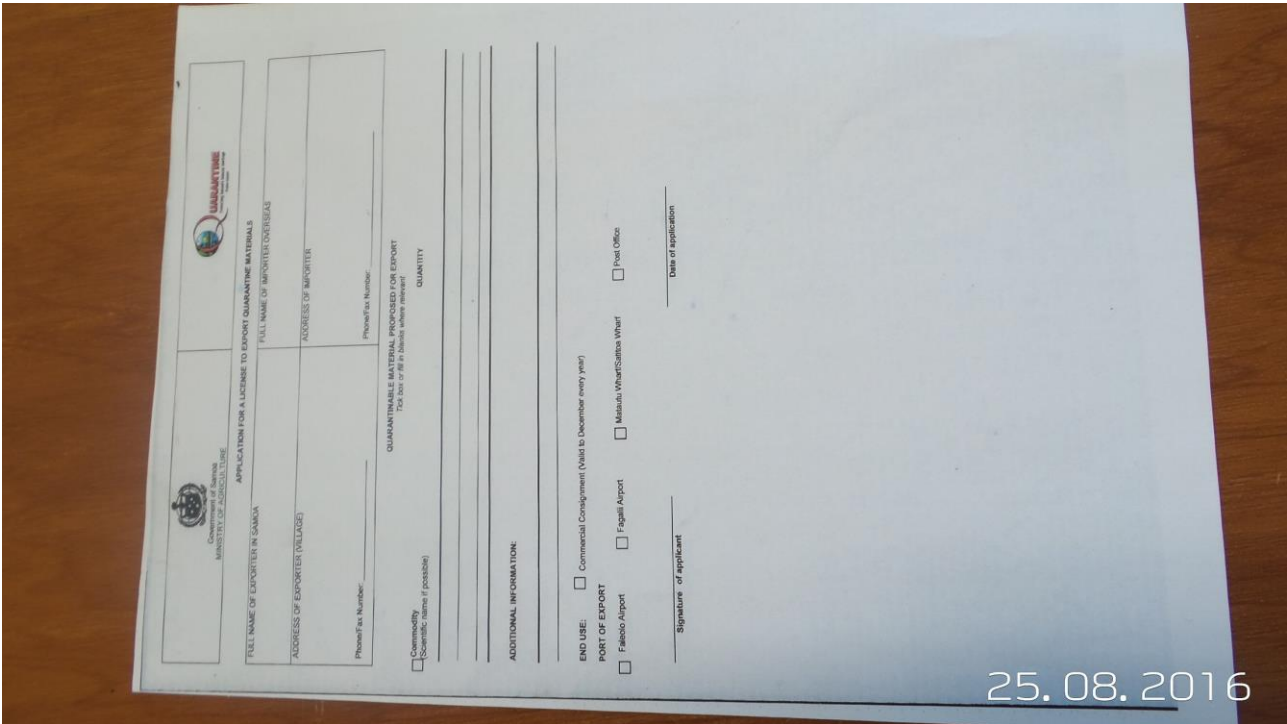


Figure 2: Application for license to export

DATE	FLIGHT #	ETD	LAST PORT	CREW*	Pax*	xKAT	xRAY	intem	AGRICULTURE	COMMODITIES	TYPE	WEIGHT	INSTRUMENTS	LABOR PERMIT	HEALTH CERT	DUTY OFFICERS
27/08/16	DAF-247	1305	PA90	02	16	-	01	-	2 cartons	Frozen meats	AP	10kgs	Sam-Tupai	NIL	NIL	Vige-mak
	DAF-244	1325	"	02	16	-	-	-								
	DAF-257	1510	PA90	02	16	-	01	-	2 cartons	H/tails	AP	20kgs	Heiala V	NIL	NIL	
	DAF-259	1530	PA90	02	17	-	-	-	1 cooler	H/tails	AP	20kgs	Alfonia F	20072	NIL	
	DAF-267	1705	PA90	02	15	-	02	-	2 boxes	H/tails	AP	20kgs	Lamuda I	20073	010375	
28/08/16	DAF-269	1800	PA90	02	12	-	01	-	2 cartons	H/tails	AP	20kgs	Man.F	AP/20073	NIL	
	DL-217	0900	Page	02	10	-	01	-								Charles Sam
	DL-237	0945	"	02	9	-	01	-								
	DL-247	1245	"	02	13	*	-	-	2 cases	turkey tails	AP	20kgs	Hena Kaita	AP/20072	NIL	
	DL-249	1352	"	02	10	-	-	-	2 boxes	turkey tails	AP	20kgs	Eta Falefua	001	010573	
	DL-257	1437	"	02	15	-	-	-	2 cases	turkey tails	AP	20kgs	Kalasa V	NIL	010342	
	DL-259	1525	"	02	9	-	-	-								
	DL-267	1650	"	02	13	-	-	-								
Tuesday 23/09/16	DL-269	1735	"	02	11	-	-	-								
	DL-217	0535	Page	02	13	-	01	-	2 cases	turkey tails	AP	20kgs	Reling Sam	NIL	NIL	Charles Sam
	DL-237	1107	"	02	12	-	-	-	1 case	turkey tails	AP	10kgs	Britney A	001-21001	NIL	
	DL-249	1112	"	02	13	-	01	-								
	DL-247	1200	"	02	16	-	-	-	2 cases	H/tails & little frozen	AP/PP	20kgs/10kgs	Rau Lafana	NIL	00589/0008	
DL-269	1440	"	02	14	-	-	2	-	2 cases	turkey tails	AP	20kgs	Pina Gula	001-20073	NIL	
	1635	Page	02	16	-	-	-	-	1 Bundle	frozen meats	AP	10kgs	Rau Lafana	NIL	00589	

Figure 3: Export register with details of export

Country report - Samoa

Government of Samoa
MINISTRY OF AGRICULTURE

QUARANTINE
Protecting Samoa's Natural Heritage
Pūgū Samoa

INSPECTION REPORT FORM FOR AGRICULTURAL COMMODITY EXPORT TO AMERICAN SAMOA

DATE	11/12/14.	
EXPORTER	Solomona Tuatagaloa Afa Samoa.	IMPORTER Lingga Laumoli Pakolalo Samoa.
VESSEL NAME	LADY Naomi	VOYAGE #

Details/Contents/Weight(s)
2 bale Plums 2sacks two Permit H 26059
1 cooler fish.

Comments
clean & ok for export.

Passed for Export: (YES/NO)
DAPUL

Duty Officer

Signature of Exporter

25.08.2016

Figure 4: Samoan Inspection Report for Export

Government of Samoa
MINISTRY OF AGRICULTURE

QUARANTINE
Protecting Samoa's Natural Heritage
Pūgū Samoa

APPLICATION FOR A PERMIT TO IMPORT QUARANTINE MATERIALS

FULL NAME OF IMPORTER IN SAMOA	FULL NAME OF EXPORTER
ADDRESS OF IMPORTER (VILLAGE)	ADDRESS OF EXPORTER
Phone/Fax Number: _____	Phone/Fax Number: _____

QUARANTINABLE MATERIAL PROPOSED FOR IMPORTATION
Tick box or fill in blanks where relevant

<input type="checkbox"/> Plant and Plant Products (Scientific name if possible)	QUANTITY	ADDITIONAL INFORMATION
_____	_____	_____
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> Animals and Animal Products	QUANTITY	ADDITIONAL INFORMATION
_____	_____	1. Breed: _____
_____	_____	Age: _____
_____	_____	2. Breed: _____
_____	_____	Age: _____
<input type="checkbox"/> Stock Feed	QUANTITY	ADDITIONAL INFORMATION
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> Marine Materials (Live or dead)	QUANTITY	ADDITIONAL INFORMATION
_____	_____	_____
_____	_____	_____
<input type="checkbox"/> Biological & Non-Biological Materials (e.g. vaccines)	QUANTITY	ADDITIONAL INFORMATION
_____	_____	_____
_____	_____	_____

END USE: Private Consignment (Valid for one month) Commercial Consignment (Valid to December every year)

PORT OF ENTRY Faleolo Airport Fagali'i Airport Matautu Wharf Post Office

PROPOSED DATE OF ARRIVAL: _____

Signature of applicant _____ Date of application _____

Note: Please Allow Two (2) Working Days for Processing for Normal Applications;
New Introductions Will Require Pest Risk Analysis Which Will Take More Processing Time.

Figure 5: Application for Import Permit

Country report - Samoa



Figure 6: X Ray Inspection at the air port


Export License: SQS_78	
 <p>QUARANTINE Protecting Samoa's Natural Heritage Puipui Samoa</p>	 <p>Government of Samoa MINISTRY OF AGRICULTURE AND FISHERIES Quarantine (Biosecurity) Act 2005</p>
LICENCE TO EXPORT AGRICULTURAL PRODUCTS	
The license authorises the export of Agricultural products to an overseas destination.	
The authority is subject to change at the discretion of the Chief Executive Officer of Agriculture and Fisheries (MAF). Therefore, this license may be revoked without notice.	
Exporter:	Importer:
Recipient Country:	
Commodity:	License Validity:
EXPORT REQUIREMENTS	
Signature: For: Chief Executive Officer of Agriculture (MAF)	
	
Date:	

Figure 7: Licence to Export

Country report - Samoa



GAS Form AGR -22

GOVERNMENT OF AMERICAN SAMOA
DEPARTMENT OF AGRICULTURE
PLANT & ANIMAL QUARANTINE SERVICE

Permit No. 26466

Rept No. 0406491

Date: FEB. 24. 2015

(Valid for one shipment within 1 week from date.)

Entry is hereby permitted the following, in accordance with the Plant and Animal Quarantine Regulations of the Quarantine Division, Department of Agriculture and the conditions listed below.

(Each lot must be inspected by a Quarantine Inspector upon arrival before release.)

QUANTITY	COMMODITY	SCIENTIFIC NAME
1 sack.	Taros. —nothing follows—	Colocasia Esculenta

INSTRUCTION TO SHIPPER: Original of permit must accompany shipment to American Samoa.

Name and address of shipper: PETI GALUEVAO, APIA, SAMOA

Name and address of importer: PILI SOLOMONA, NUUULI, AM .SAMOA

Conditions or object of importation:

- () For scientific study
- () For propagation
- () For Commercial purpose

XXX FOR FAMILY CONSUMPTIONS ONLY



REMARKS: Request to be fumigated treated

Phytosanitary ~~Exemption~~ Certificate Required

Soil is strictly prohibited

Figure 8: Import Permit from American Samoa

Fumigation Certificate Country report - Samoa			Number: APW-26124	
Exporter Ioana Fitu Apia Samoa			 Government of Samoa	
Importer Iuni Vaeau Wellington New Zealand				
Conveyance Air	Destination New Zealand	Import Permit No.		Ministry of Agriculture and Fisheries Quarantine (Biosecurity) Act 2005
Origin of Commodity: Samoa				
Distinguishing marks and container numbers	No. and description of packages	Name of produce/quantity declared	Scientific Name	Total net weight (kgs)
SQS54983	1 BOX STC:	Wooden Kava bowl	Syzygium inophilloides	
<p>This is to certify that the following items were fumigated and have found to the best of my knowledge to be substantially free from injuries pests, and that the consignment is believed to conform with the current Phytosanitary Regulation of the importing country.</p>				
Additional Declarations The article has been fumigated and inspected in accordance with appropriate official procedure found to be free from visually detectable quarantine pests specified by New Zealand Ministry of Primary Industries				
Treatment		Duration and Temperature (Celsius)		Date
Fumigation		24 hours 21 Deg Cel		17/08/2016
Chemical (Active Ingredient)		Concentration		
Methyl Bromide		48g/m3		
Name of Authorised Officer Fiapaipai To'o	Signature of Authorised Officer		 Ministry of Agriculture FORESTRY & FISHERIES PLANT & ANIMAL QUARANTINE DIVISION	
Date of Issue 18-Aug-16	Place of Issue Apia			

Figure 9: Fumigation Certificate from Samoa

Country report - Samoa
Phytosanitary Certificate

Number: APW-26193		
Exporter Keith Mcfall Apia Samoa		 Government of Samoa
Importer Self Pagopago Am Samoa		
Conveyance Air	Destination American Samoa	Import Permit No. nil
Ministry of Agriculture and Fisheries Quarantine (Biosecurity) Act 2005		
Origin of Commodity: Samoa		
Distinguishing marks and container numbers ADD	No. and description of packages 1bdle	Name of produce/quantity declared finemats
		Scientific Name Pandanus spp
Total net weight (kgs)		
This is to certify that the following item/s has/have been cleaned (both interior and exterior) under the supervision of the Samoan Quarantine Services Officer and was at the time of inspection found to be free from soil, Giant African snails, slugs, seeds, weeds, insects, disease carrying objects and other foreign matter, and is/are believed to comply with the current Phytosanitary Regulation of the importing country		
Additional Declarations		
(Empty space for additional declarations)		
Treatment Spraying	Duration and Temperature (Celsius)	Date 25/08/16
Chemical (Active Ingredient) 0.7g/kg Imiprothrin 2.0g/kg Cypermethrin	Concentration	
Name of Authorised Officer Tauala Aoelua	Signature of Authorised Officer	
Date of Issue 25-Aug-16	Place of Issue Apia	
 		

Figure 10: Phytosanitary Certificate from Samoa

Table 1 – Sample sizes for export inspection

Country report – Samoa Number of Boxes/Cartons	Sample Size
01-10	(03 Boxes) 80 pieces
11-50	(10 Boxes) 100 pieces
51-500	(30 Boxes) 300 pieces
501-2000	(50 Boxes) 500 pieces
2001-5000	(100 Boxes) 1000 pieces

6. Status of Imports in Samoa

6.1 Imports:

Major imports include machines, transport and equipment; food and live animals; mineral fuels; and manufactured goods. The top five countries for Samoan imports are New Zealand, Australia, USA, American Samoa and Fiji. The number of import phytosanitary certificates received annually by Samoa is over 10,000 (ePhyto Survey, 2015).

In 2015, major imports from Australia are milk, cream, whey and yoghurt (AU \$2.709million), meal (excl beef), f.c.f (AU \$1.151 million), medicaments - incl veterinary (AU \$0.983 million), and cereal preparations (AU \$0.973 million).

6.2 Import clearance of plant and plant products at air ports and sea port in Samoa

The imports into Samoa are considered after submission of import application by importer to SQS. The import risk analysis (IRA) is conducted by SQS and IRA recommendations are provided to the Quarantine Export Advisory Committee. If the import application is approved the import permit (Figure 5) is issued after payment is made by importer. The relevant steps associated with import inspection and clearance of plants and plant products (via air and sea cargo) are detailed in the import process map (Figure 26).

The import clearance of the consignment is undertaken in Samoa with customs (Figure 12) . SQS will receive manifest from customs (Figure 17) detailing Notice of Arrival (Figure 11) and the details of goods and relevant documentation (Figure). The consignment is registered by SQS and document checks are undertaken to verify that the consignment is in order for acceptance. All imports to Samoa should be supported by a valid import permit, phytosanitary certificate issued by the exporting country, treatment certificate, packing list, air way bill or bill of lading for shipping (Figures 21 & 22).

The goods are subject to inspection after verification of documents and goods are seized in the instance of non-compliance. Further options for clearance are treatment and Post Entry Quarantine (PEQ). If the good cannot be released, importers are given the option of either rejection of entry, re-export or destruction of produce. Goods may be released if they are compliant and all the documents are in order.

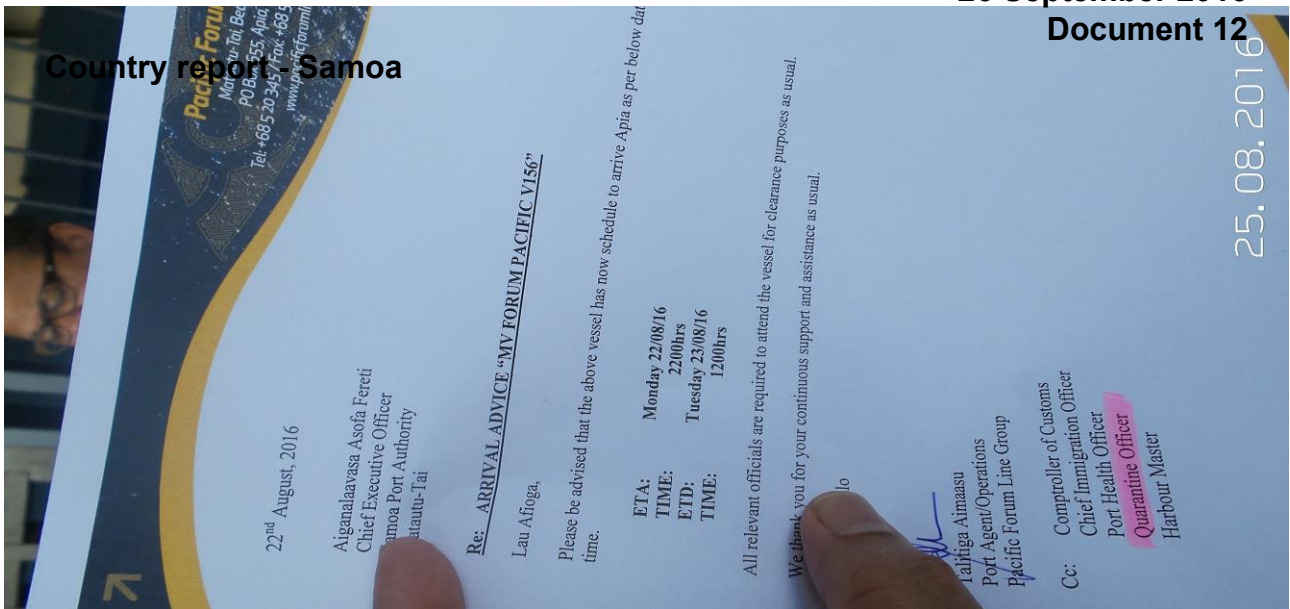


Figure 11: Arrival advice – Agricultural Commodities Exported to Samoa

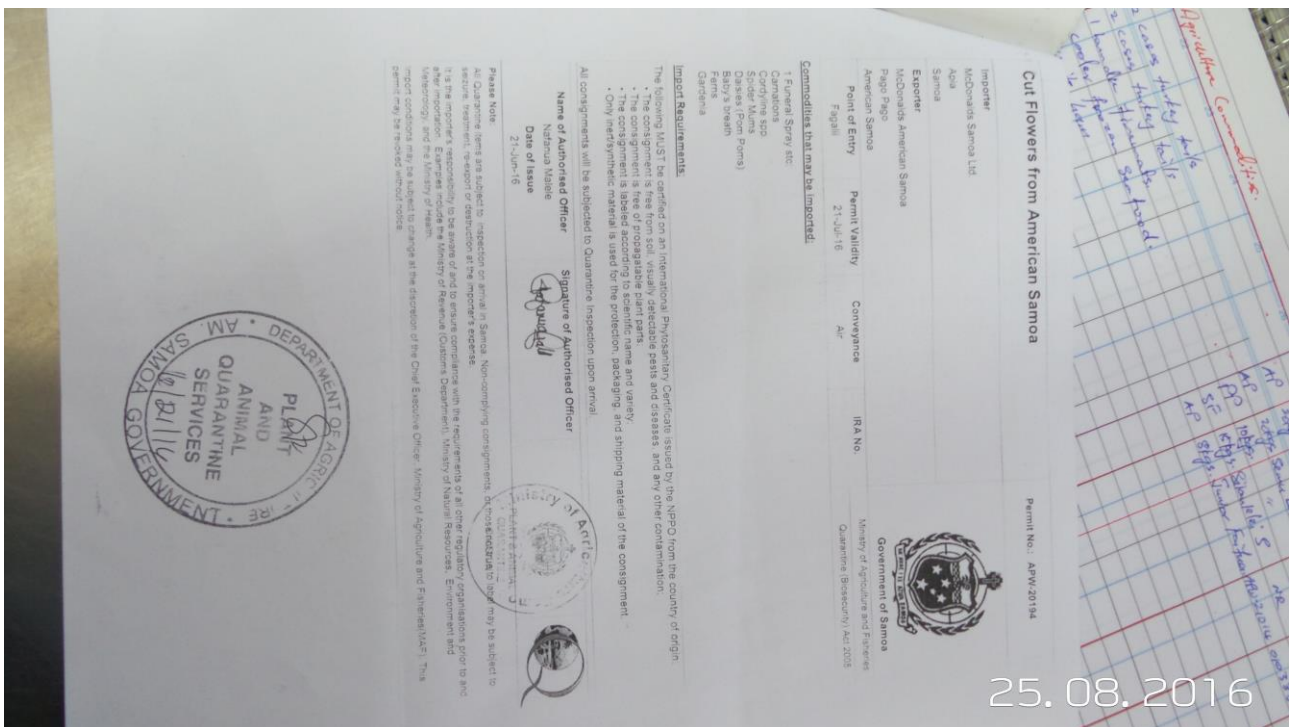


Figure 12: Cut flower Import Requirements from American Samoa

Country report - Samoa

P.O. Box 1574
Apia
Samoa
Tel: (685) 20224
(685) 22171
Fax: (685) 20103

Government of Samoa

Please address all correspondence to the Chief Executive officer

**MINISTRY OF AGRICULTURE AND FISHERIES
SAMOA QUARANTINE SERVICE**

N^o 2801

SEIZURE OF QUARANTINE MATERIALS
Quarantine (Biosecurity) Act 2005

To: deionara Shop (Loloma)
Person having possession of Quarantine items withheld by Quarantine Service

Quarantine items: Unregistered Pesticide (Blag Flag)

Arrived at:

Description	Quantity	Marks	Seizure Marks
<u>Blag flag (300g)</u>	<u>6 units</u>		<u>Unregistered</u>
<u>Blag flag (200g)</u>	<u>9 units</u>		<u>Unregistered</u>

Part of Entry: _____ Signature: Unjeto
Quarantine Authority

For Official Use Only

The Quarantine items described above were examined
by: Ngomapu Olive On: 11/10/2011

Result of examination:
Seizure of these unregistered products

Appropriate Action Taken:
 Restocked
 Destroyed
 Treated and Released
 Inspected and Released

Date: 11/10/2011 Signature: Unjeto For C.E.O. Ministry of Agriculture and Fisheries
Signature: _____ Importer

25.08.2016

Figure 13: Seizure of Quarantine Materials Imported to Samoa

25.08.2016

AMERICAN SAMOA GOVERNMENT
DEPARTMENT OF AGRICULTURE AND FISHERIES
QUARANTINE SERVICE

PHYTOSANITARY CERTIFICATE 08856

Issue Date: _____

Plant: _____

Origin: _____

Destination: _____

Remarks: _____

Signature: _____

Date: _____

SEAL OF THE DEPARTMENT OF AGRICULTURE AND FISHERIES
PHYTOSANITARY SERVICES
10/21/11
SAMOA GOVERNMENT

Figures 14: Phytosanitary Certificate from American Samoa

Country report - Samoa

MINISTRY OF AGRICULTURE QUARANTINE DIVISION
MASTER'S DECLARATION

I, Valery Dobrynin, Master of the m.v. "CAP TAPUTAPU"
 Captain Vessel Name/Type

Voyage 21 from Long Beach and via Papeete
 Number Original port Last port

declare the below mentioned information to be true, and will adhere to instructions while my ship is in port.

Type of Fruits and Vegetables oranges, apples, bananas, melons, onion, potatoes, cabbages, green peppers, etc.	Origin USA	Loading Ports Long Beach, CA, USA
Type of Meat and meat products beef, pork, fish, poultry	Origin USA	Loading Ports Long Beach, CA, USA

Attach Store's (provision list stating the origin and loading ports.

Are there any live plants and animals on board including pets, fish or birds?
 If, yes describe all:

Number of animals: NIL
 Types of animals: NIL
 Origin of animals: NIL
 Number of plants: NIL
 Types of plants: NIL

Native artefacts and items subject to Convention on the International Trade in Endangered Species (CITES) including:
 Turtle shells, animal skin, feathers, bone, seashells (clam, quinch, etc) bamboo, straw, woodcarvings

Such items are to be inspected (with documents) whether in transit or otherwise placed in secured area where instructed.

CONDITIONS WHILE SHIP IS IN PORT

- No garbage is to be thrown from ship, within the outer limits or within the territorial waters of Samoa. While the ship is in port garbage must be placed in bag and sealed proof sealed containers.
- Captain or responsible officer of the ship is to advise the Quarantine Officer on duty of their intention to the removal or disposal of garbage. Incineration expenses will be paid by either the ship captain or the shipping agency.
- Reef buoys must be securely placed on every line use to moor the ship and should remain in place until the ship sails.
- Animal and Plant products originating from an area which the Director considers to convey diseases of plants and animals, shall be stored in snap lockers which shall be sealed and remain sealed until the vessel sails.
- Passenger and cargo manifest are to be supplied before or when the vessel arrives.

QUARANTINE (BIOSURVEILLANCE) ACT 2005

25.08.2016

Cargo Manifest: UnFreighted as of: 17/08/2016 Page: 1 of 15

Ship Name: Forum Pacific 158 By: Vae Sabu
 Discharging: 17/08/2016 11:53 Net Weight: 13,955kg
 Final Destination: Apia Final Destination: Apia Volume: 13,955M3 Collect: Refer attached

20' Full Container(s) General: WYBLL
 (S) KALCON INTERNATIONAL FREIGHT SERVICES UNIT 3/472 TRADE STREET LYTTON QLD 4178 AUSTRALIA
 (C) TRANSAN SAMBALO CHANDRAHOSE CONVENT STREET APIA
 (N) TRANSAN SAMBALO CHANDRAHOSE CONVENT STREET APIA
 PALU159487
 1 X 20'GP SPLIT PORT SIC 14 PKGS FPK CARGO NON HAZ CARGO 1,655kg 13,955M3
 (M) 000000
 (C) 000000
 (S) 000000
 (N) 000000
 (E) 000000
 (M) 000000
 (C) 000000
 (S) 000000
 (N) 000000
 (E) 000000

IMSD SPLIT PORT: APANUKUALOFA
 FREIGHT PREPAID
 EXPRESS RELEASE

Units	Rate	Total	Charge Rate
Total Charges -->			

25.08.2016

Figures 15 & 16: Master's Declaration and Import Cargo Manifest Documentation



Figure 17 & 18: Goods in Import Consignments

Country report - Samoa



Figure 19: Inspection of Containers in Samoa with Customs and Quarantine Officers

The ships particulars are below for your perusal,

PART ONE - SHIP PARTICULARS			
Name of Ship:	Country of Registration:	Port of Registration:	
PACIFIC ARIA	UNITED KINGDOM	LONDON	
IMO number:	Call Sign:	Previous Name(s):	Official Number:
8819269	ZYNG	MV RYNDAM	921057
Port of Arrival:	Estimated Date of Arrival:	Estimated Time of Arrival:	Estimated Date of Departure:
BRISBANE, AU	15 August 2016	06:00hrs	15 August 2016
Name of Local Ship's Agent:	Name of Ship's Owner:	Name of Ship's Operator:	Name of Ship's Charterer:
CARNIVAL AUSTRALIA	CARNIVAL PLC TIA P&O CRUISES	CARNIVAL PLC TIA P&O CRUISES	N/A
Number of Crew (incl. Master):	Number of Passengers:	Stowaways on Board?	Firearms/Weapons (not cargo) on
618	1413		
Net Tonnage:	Gross Tonnage:	NO	Boat? (Yes/No - if yes provide details) YES - HYPERSPIKE

Best Regards,

Palestina
PORT AGENCY REP

25.08.2016

TRANSMI SAMOA LIMITED TALL CENTRAL SPA, 452, QUARANTINE ROAD, APEA, APPIA
24th AUG 2016

SI/NO	Commodity	Seal	LOAD	INSTR	TEMP	SIZE	TYPE	CONSIGNEE	LINE	Remarks
100792	1 H4501151570	249129	SHK	TE23		2200	FRANKIE CO LTD	HSD		
700982	1 H4501294713	780202	LGB	9713		2200	FRANKIE CO LTD	HSD	ITS PARO	
700984	1 H4501333363	199000	LGB	866		2200	INSL LGB - SPORT LCL	HSD	SPORT-APPIA/PPG	
1402082	4 H4501432710	199002	PPF	510		2200	INSL LGB - SPORT LCL	HSD	SPORT-PP/APW	
1402082	5 H4501431879	405000	PPF	211		4510	ELECTRIC POWER CORP	HSD		
1402082	6 H4501449406	405000	PPF	211		4510	ELECTRIC POWER CORP	HSD		
1402082	7 H4501474867	405000	PPF	211		4510	ELECTRIC POWER CORP	HSD		
1501982	8 S10010981126	249400	LGB	1510	20	2200	FRANKIE CO LTD	HSD	ITS PARO	
1501982	9 S1001102929	249400	SHK	1650	16	2200	FRANKIE CO LTD	HSD	ITS PARO	
1501984	10 S1001155993	301400	LGB	1650	20	2200	FRANKIE CO LTD	HSD	ITS PARO	
1501984	11 S1001170797	301400	LGB	1650	20	2200	FRANKIE CO LTD	HSD	ITS PARO	
1501982	12 S1001188022	301400	LGB	1650	20	2200	FRANKIE CO LTD	HSD	ITS PARO	
1501984	13 S10019159075	301400	SHK	2815	16	4510	FRANKIE CO LTD	HSD		
1501982	14 S10019157325	301400	SHK	2815	16	4510	FRANKIE CO LTD	HSD		
1501984	15 S10019286011	301400	SHK	2815	16	4510	FRANKIE CO LTD	HSD		
1501984	16 S10019649807	301400	SHK	2815	22	4510	FRANKIE CO LTD	HSD	ITS PARO	
1501984	17 S10019251308	301400	SHK	2815	13	4510	FRANKIE CO LTD	HSD		
1407984	18 S10019662610	298000	LGB	1650	16	4510	R & L KEEL HOLDINGS	HSD		
1501982	19 S1001966481	104000	LGB	1650	16	2200	LE SAN CO LTD	HSD		
1501982	20 S1001966314	102001	LGB	415	2000	FRANKIE CO LTD	HSD			
1501982	21 S1001967965	404000	LGB	221	2000	R & L KEEL HOLDINGS	HSD			
1501982	22 S10019805525	301400	SHK	2815	16	4510	FRANKIE CO LTD	HSD		
1501984	23 S10019801000	249400	SHK	2815	22	4510	FRANKIE CO LTD	HSD	ITS PARO	
1501982	24 S10019819917	301400	SHK	2815	16	4510	FRANKIE CO LTD	HSD		
1402082	25 S10019842227	405000	PPF	211		4510	ELECTRIC POWER CORP	HSD		
60002	1 APL46803563	NA	LGB	148		4510	POLYNESIA SHIP SERVICES	POL	TYFER PFL	
60002	2 CAL0217596	NA	LGB	73		2000	POLYNESIA SHIP SERVICES	POL	TYFER PFL	
1402084	3 CAL05410105	NA	SHK	2815	16	4510	POLYNESIA SHIP SERVICES	POL	TYFER PFL	
1402084	4 CAL0635728	NA	LGB	110		4510	POLYNESIA SHIP SERVICES	POL	TYFER PFL	
1407976	5 CAL0807990	NA	LGB	170		4510	POLYNESIA SHIP SERVICES	POL	TYFER PFL	

25.08.2016

Figures 20 & 21: Ship Particulars and Shipping List of Imports to Samoa

Country report - Samoa



Figure 22 & 23: Customs Seal Notification and Opening of Container after Breaking the Seal

The consignments will have treatment certificates if mandatory treatments such as fumigation (Figure 9) are required prior to export. If seeds are exported, they should be certified with a certificate issued by the International Seed Testing Association (ISTA) issued by the official seed certification agency of the country of export. For those countries that do not have ISTA representation seeds analysis report from the official seed certification agency is required. The other certificates that would be looked at for pre-export mandatory inspection (Figure 6) for conformity depend on the type of commodity. For instance, it may be non GMO certificate or faecal matter contamination report.

If documentations are in order after verification, inspection for pests is carried out. If pests are detected the consignment may be released from quarantine after further treatments are performed by the importer. NPQS (Samoa) may advise the importer for rejection of entry, re-export, or destruction of consignment after inspection if the consignment does not conform with the import conditions. For some consignments laboratory testing and post entry isolation are needed to ensure that they are safe from pests and diseases. These consignments may be rejected, re-exported, destroyed, or further treated depending on the outcome of additional testing. Some consignments will be released soon after inspection if they do not pose a pest risk and conform with quarantine requirements stipulated in the import permit (Figure 8).

7. Potential for ePhyto Sustainability

Samoa has informed that its key industry bodies would endorse the move for implementation of GeNS as potential benefits will significantly surpass the initial costs. The Working Group (PMT) is currently

engaged in a mechanism to ensure sufficient local resources are in place to facilitate GeNS in Samoa. The ongoing costs to develop mechanisms should be explored by PMT to cover potential IPPC hub costs after post implementation of GeNS (Action Item 8).

Samoa has stated that it could set up a payment scheme from users (exporters and importers) for ongoing ePhyto exchange/maintenance after implementation of GeNS. Allocations from the government budget for repairs and maintenance could be possible to ensure the sustainability of GeNS. Samoa also has the capacity to develop contingency plans to regulate its business processes after GeNS is implemented which will provide significant cost savings for its business operations. For instance, Samoa has information technology specialists who would be able to ensure its ePhyto framework would effectively function.

It may be possible that developed countries may support costs associated with running the ePhyto system (Hub and GeNS) after implementation over a certain period of time based on their performance. The costing of ePhyto exchange may also be apportioned on the volume of certificates so that countries with low volume of certificates will not have to pay high exchange costs for their certificates. PTC under the direction of IPPC will further investigate this matter (Action Item 12).

SQS should engage with local industry for GeNS implementation and brief them about benefits associated with electronic exchange in regular awareness programs (Action Item 10) so that operational and maintenance costs associated with hub and GeNS would be self-sustainable.

8. Country Requirements for Proposed ePhyto Development

8.1 Assessment of physical infrastructure needs

Samoa initially intends to install three ePhyto terminals that would be located at the Quarantine headquarters at Matautu-tai, Faleolo International Airport and Fagalii International Airport. Samoa envisage the inclusion of more terminals at the Satitua wharf on Upolu and Savaii in future. In Savaii two terminals would be installed at the Maota air port and Asau office.

The quarantine centres that would issue phytosanitary certificates after implementation of GeNS have some information technology facilities (infrastructure, equipment and human resources). The terminal at the Apia, sea port may need more room to support work stations for operational staff. The installation of one terminal at the Faleoloa international air port may not require further expansion of its existing facilities. Fagalii International air port is a small airport with few flights landing from the American Samoa and the import and export from this air port is minimum. Single ePhyto terminal with one work station will be sufficient for phytosanitary clearance from this air port.

The existing SQS building next to the Satiota wharf may need some space to improve its capacity to handle a few ePhyto computer work stations. Further assessments of information technology infrastructure in Samoa to check whether it can support the GeNS will be undertaken by the Working Group after getting GeNS technical specifications from UNICC.

Maota air port and Asau office at Savaii were not inspected during the time of this visit.

The upgrading of current system needs for GeNS may require more facilities to be developed. More equipment such as computers with up to date software would need to be purchased for new networking and staff will need to be trained to manage GeNS after implementation (Action Item 16)..

8.2 Assessment of resource development

Country report - Samoa

NPQS would require more resources (e.g. software) to further expand its computer terminals after ePhyto implementation. The staff of SQS, Samoa have previously attended overseas training programmes and workshops relating to their areas of expertise. Currently the staff have good technical knowledge and expertise to drive the ePhyto solution forward. However, after GeNS implementation further training on project management and guidance may need to be arranged to identify efficiencies and regulate business processes.

Further funding for resource development is required to install ePhyto terminals (sea port and air port) during implementation. More details on support required for resource development should be presented in the country work plan of Samoa (Action Item 18).

8.3 Assessment of capacity building needs

Samoa has estimated that they may need approximately US \$50,000 – US \$100,000 to develop ePhyto capacity development in various locations where phytosanitary certificates will be issued/received (ePhyto Survey, 2015). The survey report for Samoa has identified these areas as international and domestic ports of entry, and relevant systems between other border line ministries such as customs, health, ASCUDA system together with the ministry of immigration. Some of the key areas where capacity building would be required are training for officers, implementation and regulation of its current business processes.

The SQS will have to source further details from its departmental staff and industry about system changes from practical testing to piloting of GeNS to further develop capacity building tools (Action item 14).

More equipment with up to date software has to be purchased, networking has to be established, and officers need to be trained to manage the ePhyto system after implementation.

8.4 Assessment of legislative framework

The legislation in Samoa allows electronic certificates and authentication for imports and exports. It supports the receipt and issuance of ISPM 12 (Appendix 1) compliant phytosanitary certificates. The legislation does not preclude that phytosanitary certificates must be issued as hard copy for exports and imports. The SQS may have to consider reviewing its current phytosanitary fee under its legislation as part of change assessments to maximise sustainability of GeNS.

Country report Samoa

for issuing phytosanitary certificate in Samoa is about ?? Australian dollar. The increase of this fee to generate supplementary funding for ePhyto implementation is a possibility provided industry is briefed in advance. Future increases of phytosanitary certificate charges may require further changes done to the legislative framework in Samoa. This process could take more than 12 months for finalisation as changes need to be ratified by the parliament (Action item 13).

During the workshop, Samoa wanted to know whether off shore data storage could be undertaken when GeNS is implemented. If it is supported this will be further investigated by UNICC and participating countries will be advised by UNICC about costs, volume etc. after development of the global hub. Samoa was asked to determine and advise ESG whether their legislation has provision for off-shore data retention (Action Item 7).

The current National Data Security Standards in Samoa are managed by the Office of the Regulator which regulates standards and competition safeguards for telecommunication and electricity.

8.5 Stakeholder consultations

Samoa currently does not maintain a stakeholder register (e.g. industry groups, exporters, importers etc.) to identify users of phytosanitary certificates in the country. This was an action item (15) discussed at the ePhyto workshop held in August 2016. Samoa is required to compile a national stakeholder database for their phytosanitary certificates covering importers, exporters and associated bodies (e.g. customs) involved in phytosanitary exchange. The SQS will be responsible for upgrading, updating and designing of the National Stakeholder Database (NSD) and maintaining its commercial confidentiality between various trading partners.

Further stakeholder consultations with industry would be underway at a video conference planned with the SQS in October 2016. This conference will brief stakeholders about the role played by IPPC on implementing GeNS in developing countries and its immediate benefits for the industry after implementation (Action Item 15).

8.6 Policy framework

Samoa advised that it has internal policy approval to participate in GeNS and can contribute four staff (three technical personnel and one information technology specialist) for implementation. It has staff resources (e.g. project management, information technology etc.) with sound knowledge that can be deployed to work on implementation of GeNS. Samoa may also have the capacity to contribute some staff (IT officers), infra-structure and equipment facilities for expansion of GeNS when the project is implemented.

Country report - Samoa

Samoa will review its current phytosanitary certificate charge as per its change assessments. Samoa will have to consider reviewing this fee and advise whether it has to get the approval for amendments from their Cabinet if its quarantine legislation would have to be changed (Action Item 8).

8.7 ePhyto funding capacity of Samoa

Samoa needs further funding for the purchase and installation of **five ePhyto** computer terminals. An ePhyto benefit analysis need to be undertaken in two stages (pre and post implementation of GeNS). Samoa has the capacity to train its quarantine officers via officers trained by UNICC trainers. Samoa will be able to provide support in kind to undertake implementation of GeNS in Samoa. The SQS will need supplementary funding to cover costs associated with the infra-structure purchases after estimations are completed.

More details of the support (financial and in-kind) needed by Samoa should be presented in the country work plan (e.g. change assessment) for discussion and finalisation with Samoa before endorsement by the Project Technical Committee for IPPC (Action Item 8).

8.8 Training of officers for GeNS in Samoa

Samoa should make arrangements to assess their training requirements when undertaking their change assessments. The training register should list the type of required training, location and number of personnel who would participate in the training programme. Samoa has the capacity to train its quarantine officers via officers trained by UNICC trainers. The training of officers may be ongoing as there will be potential system updates to the GeNS after implementation in participating countries. UNICC will inform participating countries about such changes in advance so that countries can organise training of their officers as per the guidance provided by UNICC.

The Training Strategy (Appendix D) of the work plan provides a template for staff to complete when analysing their scope of ePhyto training needs. This document outlines the areas that need to be considered when conducting a Training Needs Analysis (TNA) by participating countries (Action Item 6).

8.9 Samoa as a Pacific solution for ePhyto implementation

Country report - Samoa

Asian Development Bank (ADB), through its Pacific Private Sector Development Initiative in particular, has recently partnered with the Government of Samoa on a number of reforms, including secured transactions, electronic registries, business law reform, competition and consumer protection, and state-owned enterprises. These reforms will promote private sector development and limit the role of the state in the economy. The implementation of ePhyto generic system in partnership with this vision will help to build Samoa's prosperity and economic wellbeing in the region.

Establishing an ePhyto generic system with Samoa will also immensely benefit developing countries such as Cook Islands, Fiji, Tonga, New Caledonia, Solomon Islands. One of the benefits for selection of Samoa is that it will act as a central hub to further expand the ePhyto concept with the developing countries under the PPPO. The National Plant Protection Organisation (NPPO) of Samoa also expressed strong interest on the ePhyto development with high level of communication with Australia on this matter.

Samoa is keen to hold Awareness Programs during regional engagements with PPPO countries regarding their GeNS implementation and exchange (Action Item 10)

8.10 Benefit analysis of GeNS after implementation in Samoa

Samoa will have to conduct a financial and non-financial benefit analysis to identify and prioritise project benefits after GeNS implementation. The draft ePhyto Benefits Analytical Guide (eBAG) and ePhyto benefits Assessment Strategy (eBAS) developed by IPPC provides guidance in assessing the benefits which may be gained from an ePhyto system. These guides detail tangible and intangible benefits associated with implementing a global ePhyto solution. The measurement of benefits realised by ePhyto projects will be useful for NPPOs and the IPPC in determining cost avoidance and improvements in efficiencies. After implementing ePhyto projects countries may report back benefits at defined intervals (e.g. once a year).

For this purpose, Samoa should undertake benefit analysis during pre and post implementation stages of GeNS. The analysis could be done for a component that may be redundant after GeNS implementation. Industry survey during pre and post implementation of GeNS will determine potential cost saving to exporters. Industry cost analysis will act as a useful guide to regulate future increases in certificate charges to improve sustainability of GeNS.

NPQS, Samoa appointed their Principal Policy Officer with economic background to regulate its benefit analysis which would be undertaken during pre and post implementation stages of GeNS (Action Item 9)

NPQS, Samoa appointed their Principal Policy Officer with economic background to regulate its benefit analysis which would be undertaken during pre and post implementation stages of GeNS (Action Item 9)

8.11 Contingency plan for Samoa

Country report - Samoa

Samoa advised that internet outages is a common occurrence which would affect their business for 1-2 days. SQS was concerned whether such outages would impact implementation of GeNS. Samoa is currently looking at addressing this issue by having multiple internet providers involved in the ePhyto exchange. It is very unlikely that internet outages will have a major impact on business since ePhyto exchange would happen soon after terminals are in operation, considering the fact electronic exchanges are faster than sending paper certificates.

UNICC also has to address the delivery of envelopes when implementing GeNS in Samoa beyond the default delivery period of an envelope. This will ensure that envelope is not sent back to *sender NPPO* and remove them from the Hub within a short period of time, if not delivered within the *default delivery* period. The current default period may be 3 days but NPPO could request an extended period for delivery from UNICC during implementation of GeNS. This matter is specified under the *Delivery Failure* in IPPC ephyto Hub Service Requirements and Specification (Draft v 1.0).

Samoa has to source additional funds for multiple internet providers in participating countries to minimise impacts of outages and provide a contingency plan to UNICC how it would address this matter before implementation of GeNS (Action Item 11)

9. Operational Processes

9.1 General Procedures for Exporting Plant and/or Plant Products

Commercial Exporters:

Every exporter intending to export plants and plant products for commercial purposes must apply for an export license from the Samoa Quarantine Service (SQS).

The process to export plants are as follows:

1. Make a request to the Quarantine Samoa Division for an Export License¹.
2. Quarantine Samoa evaluates the application
 - a. Approved Commodity for Export
 - b. Name of Exporter
 - c. Name of Importer Overseas
 - d. Type of Commodity
 - e. Importing Conditions for country of destination
 - f. Exporting country
 - g. Port of Export
3. If the commodity is allowed for export, an Export License is issued.
4. If the commodity is not allowed, License to Export is denied.
 - a. Exporter is advised.

¹ Application form is available at the counter or can be emailed to the client upon request.

5. Export license fee paid (Annual fee)

6. SQS is informed by client of proposed exports and a date for inspection is scheduled.

Country report - Samoa

Inspection of exported Plant and/or Plant Products

7. An inspection report form (Figure 4) is filled out by inspector.²

8. Importing country's phytosanitary requirements are considered by biosecurity officer e.g.

- a. Manual Inspection
- b. Fumigation Treatment
- c. Chemical Spraying etc.

Phytosanitary Certificate

9. Information in the inspection report form is used to assist with the issuance of a phytosanitary certificate.

10. Enter certification details into Samoa Quarantine Information Database (SQID) system

11. Issue original signed phytosanitary certificate

12. Payment of fees associated with the consignment to be exported i.e. certificates and/or any treatments applied by SQS.

13. Copy of phytosanitary certificate and receipt payment number recorded.

Private Exporters:

An export license is not required for exporters who are not exporting for commercial purposes.

1. Depending on the importing country's phytosanitary requirements, inspections and necessary treatments are conducted.

2. If the commodity is not permitted for export, Phytosanitary certification will not be issued.

- a. Exporter is advised

3. SQS is informed by client of proposed exports and a date for inspection is scheduled.

Inspection of exported Plant and/or Plant Products

4. An inspection report form is filled out by inspector.

5. Importing country's phytosanitary requirements are considered by biosecurity officer e.g.

- a. Manual Inspection,
- b. Fumigation Treatment,
- c. Chemical Spraying etc.

Phytosanitary Certificate

6. Information in the inspection report form is used to assist with the issuance of a Phytosanitary certificate.

7. Enter Certification Details into SQID system

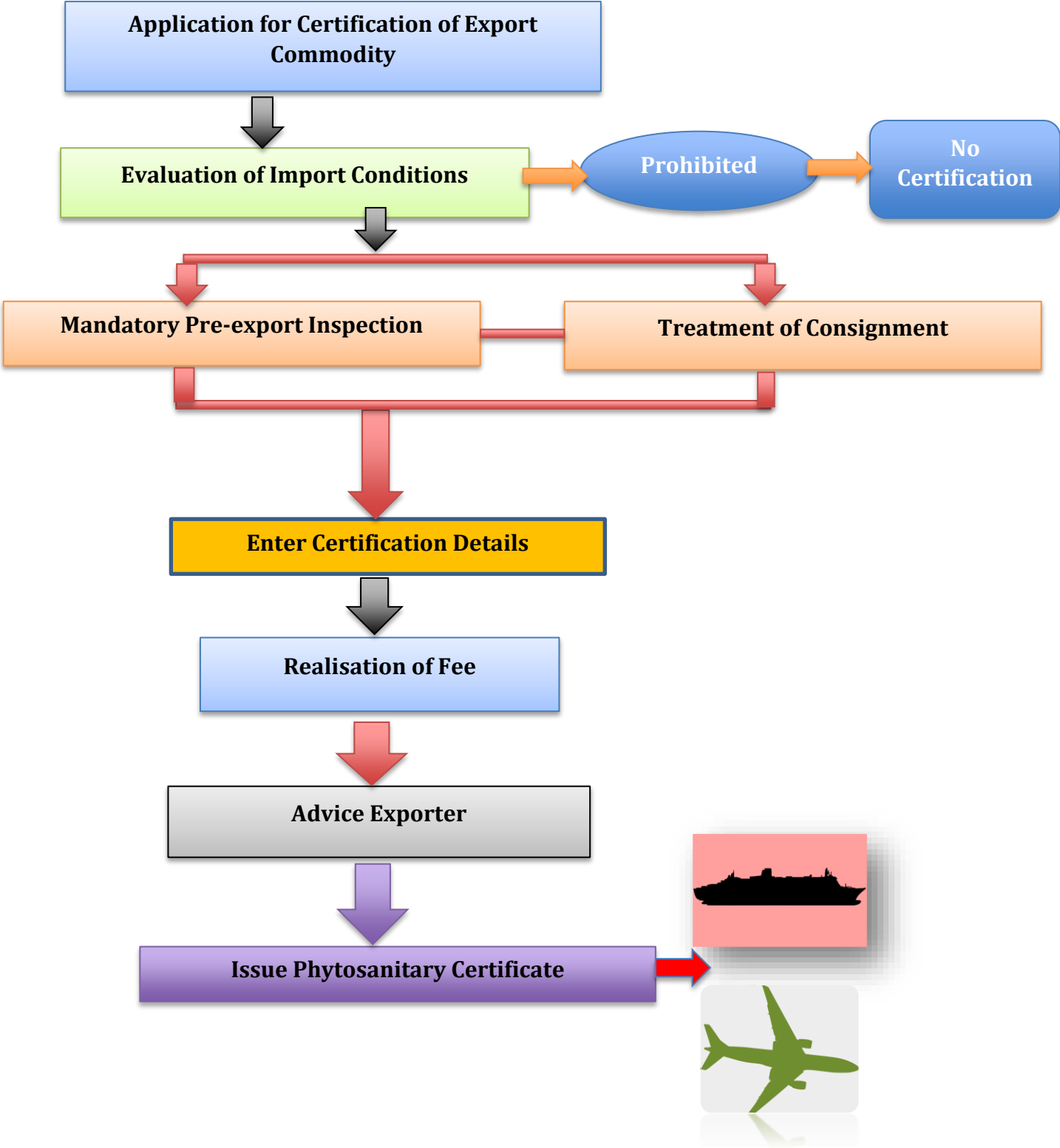
8. Issue Original Signed Phytosanitary Certificate

9. Payment of fees associated with the consignment to be exported i.e. certificates and/or any treatments applied by SQS.

10. Copy of phytosanitary certificate and receipt payment number recorded.

² Details in the inspection report form will determine if the commodity has passed inspection and is approved for export.

Private Export
Country report - Samoa



**Figure 16: Steps in Export Inspection and Private Export of Plants and Plant Products
(Via Air and Sea Cargo)**

Commercial Export
Country report - Samoa

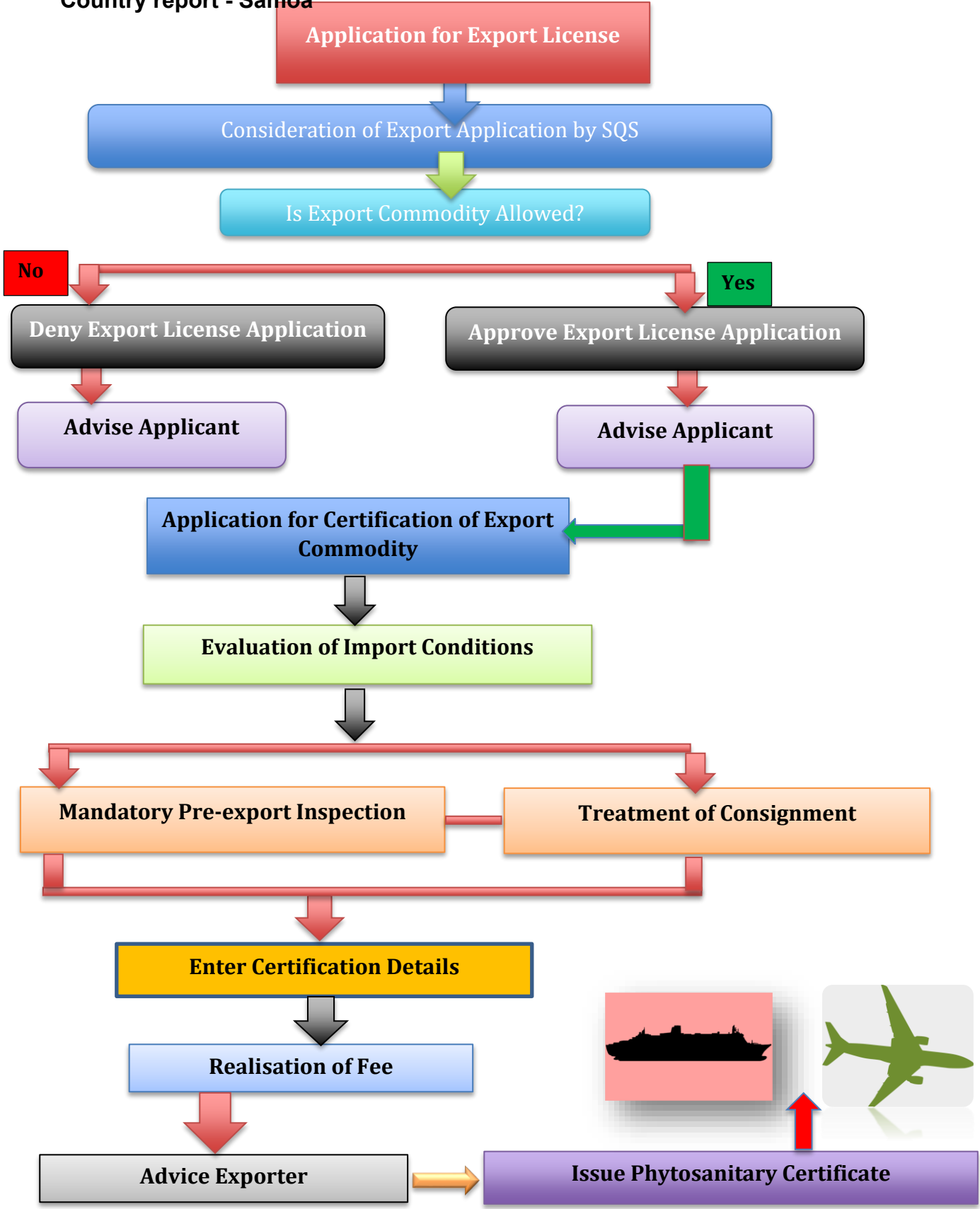


Figure 17: Steps in Export Inspection and Commercial Export of Plants and Plant Products (Via Air and Sea Cargo)

9.2 General Procedures for Importing Plant and/or Plant Products into Samoa Country report - Samoa (Activities carried out at approved Ports of Entry)

General Procedures for an Import Permit Application (Figure 5)

1. Request(s) made to the Quarantine Samoa Division³.
2. The Technical Policy Section evaluates whether:
 - a. the commodity is regulated by law
 - b. the commodity is already being imported into the country
 - c. it is a new commodity with associated risks
 - d. the commodity is already being imported although from a country of origin for which an import risk analysis (IRA) has not been conducted.
3. If the commodity is prohibited for import, importation will not be granted.
4. The Samoa Quarantine Division carries out an IRA⁴.
5. Import conditions will be developed or if the risks can not be managed with the available resources, recommendations to reject the commodity will be drafted.
6. Import conditions will be reviewed and documented.
7. IRA recommendations are tabled into Agenda for Quarantine Export Advisory Committee (QEAC⁵) meeting for final endorsement.
8. An import permit for approved commodities will be issued (Private import permit valid for 1 month from date of issue and can only be used for one shipment and commercial import permit valid until 31st of December).

Activities carried out at the Border

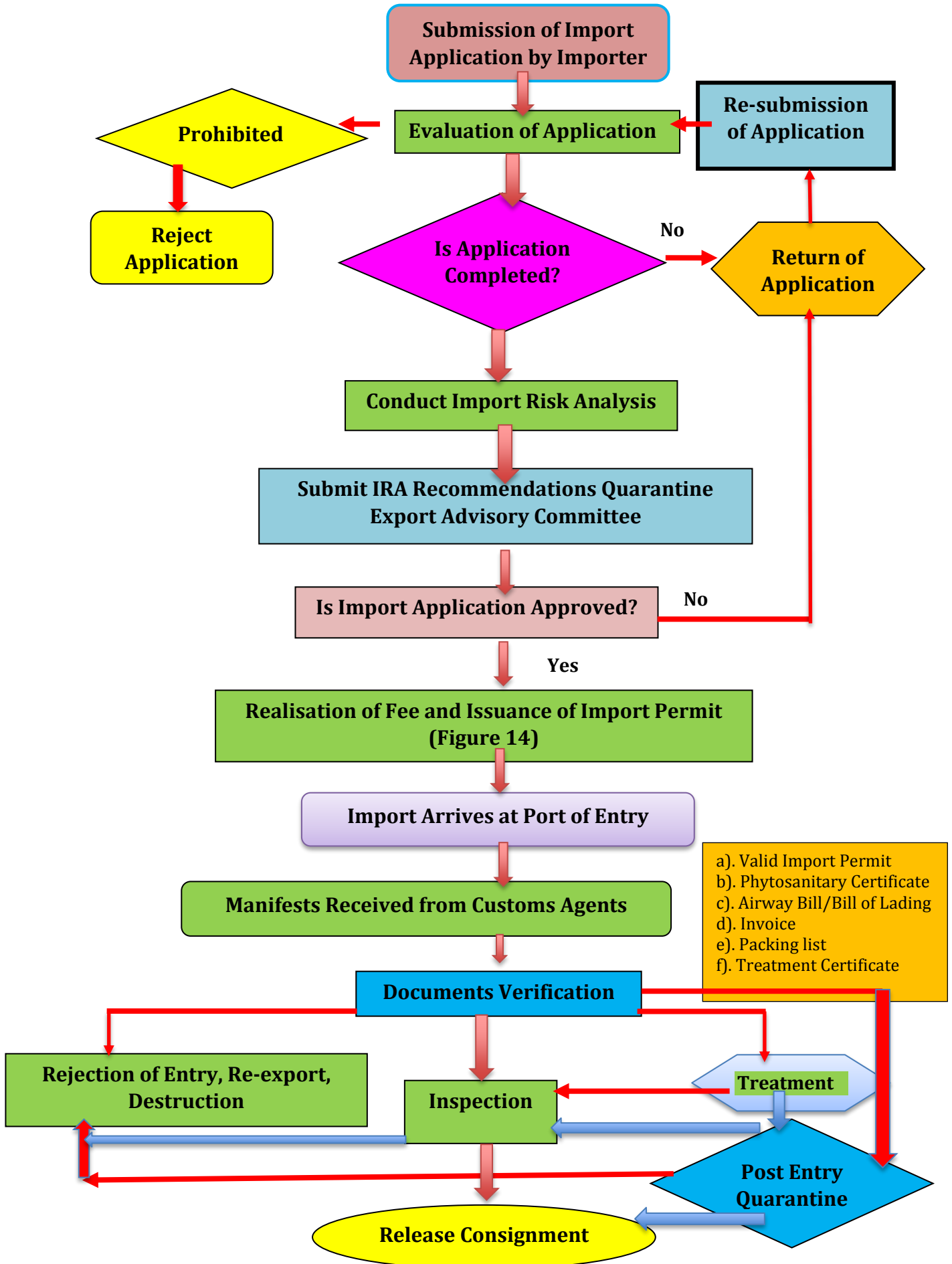
1. Cargo and consignment manifest is received from customs agents and screened.
2. Entry of cargo details into SQID database and log book. Status of consignments may be as follows:
 - a. Conditional Transfer
 - b. Unconditional Transfer
3. Quarantine items are inspected.
4. A seizure (Figure 13) is issued in instances of Non Compliance. Some options include:
 - a. Refer for treatment & release.
 - b. Released after inspection. Client is given warning and noted in Blacklist.
 - c. Destruction
 - d. Re-shipment
 - e. Post Entry Quarantine (PEQ)
 - f. Pay penalty fee where applicable
 - g. Repeat offender penalised or prosecuted
5. Compliance of Quarantine items
 - a. Inspect and ensure documents coincide with consignment
 - b. If Yes, release
 - c. If No, follow options in Number 4

³ Application forms available online www.samoaquarantine.gov.ws or from the Quarantine headquarters at Matautu-tai.

⁴ Clients are informed that an IRA typically requires 3 months. If there is current IRA work ongoing on other commodities then time period may be longer than months. Depending on the urgency of request as well as approval by head of department, the new request may be fast tracked.

⁵ Cabinet approved committee which is chaired by the Minister of Agriculture or CEO of the Ministry of Agriculture and held quarterly. Secretary is the head of Quarantine while members include Samoa Chamber of Commerce, Samoa Association of Manufacturers and Exporters (SAME), Samoa Ports Authority (SPA), Samoa Airport Authority (SAA), Controller of Customs, Ministry of Health, Crops Division, Animal Production and Health Division (APHD).

Figure 18: Steps in Import Inspection and Clearance of Plants and Plant Products
 Country report - Samoa
 (Via Air and Sea Cargo)



Country Report of Samoa Phytosanitary Clearance from Sea port and Air port for Commercial and Private Exporters in Samoa

(Exports without ePhyto)

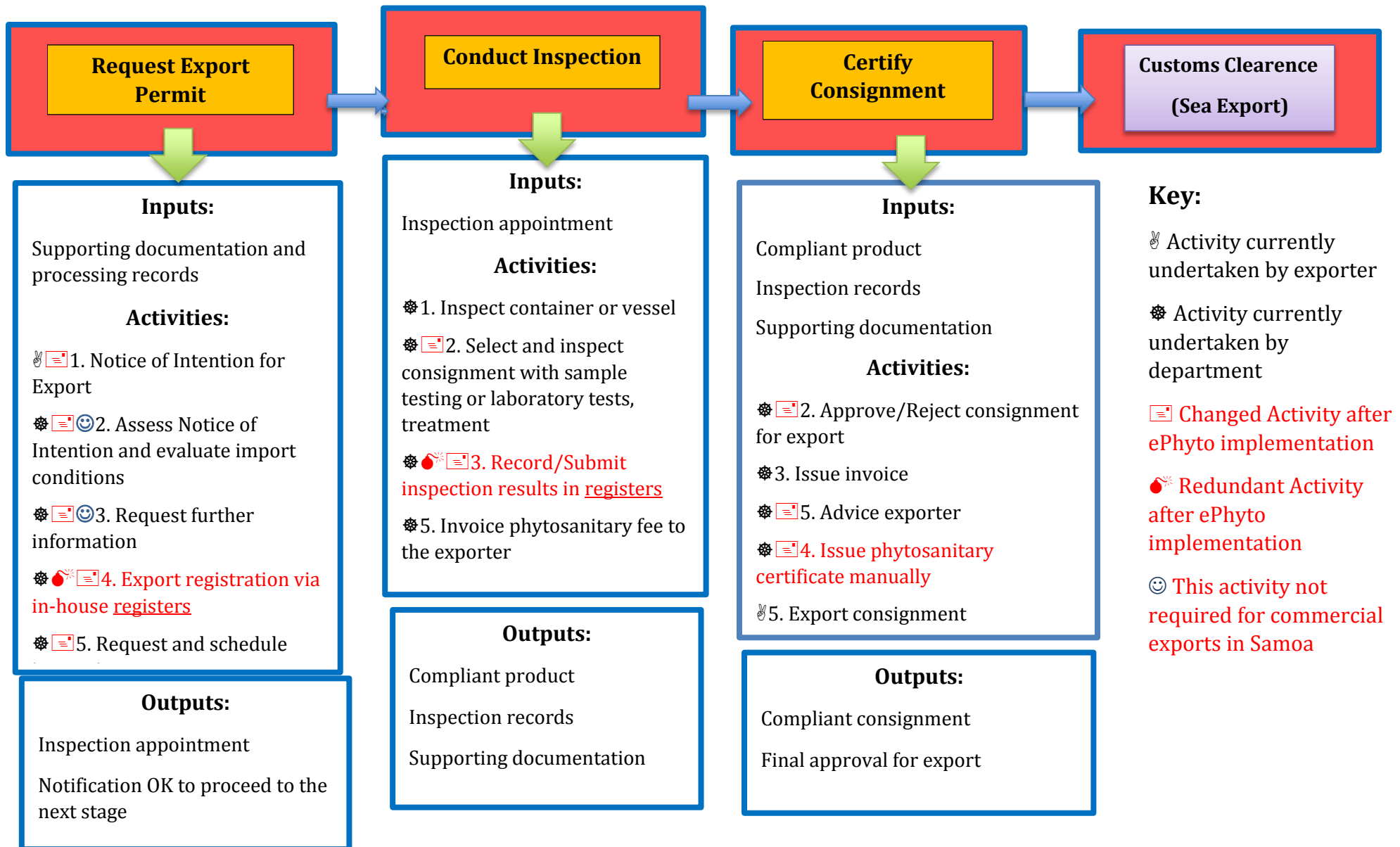


Figure 20: Process of Export Phytosanitary Clearance from Sea port and Air port for Commercial and Private Exporters in Samoa

(Exports with ePhyto)

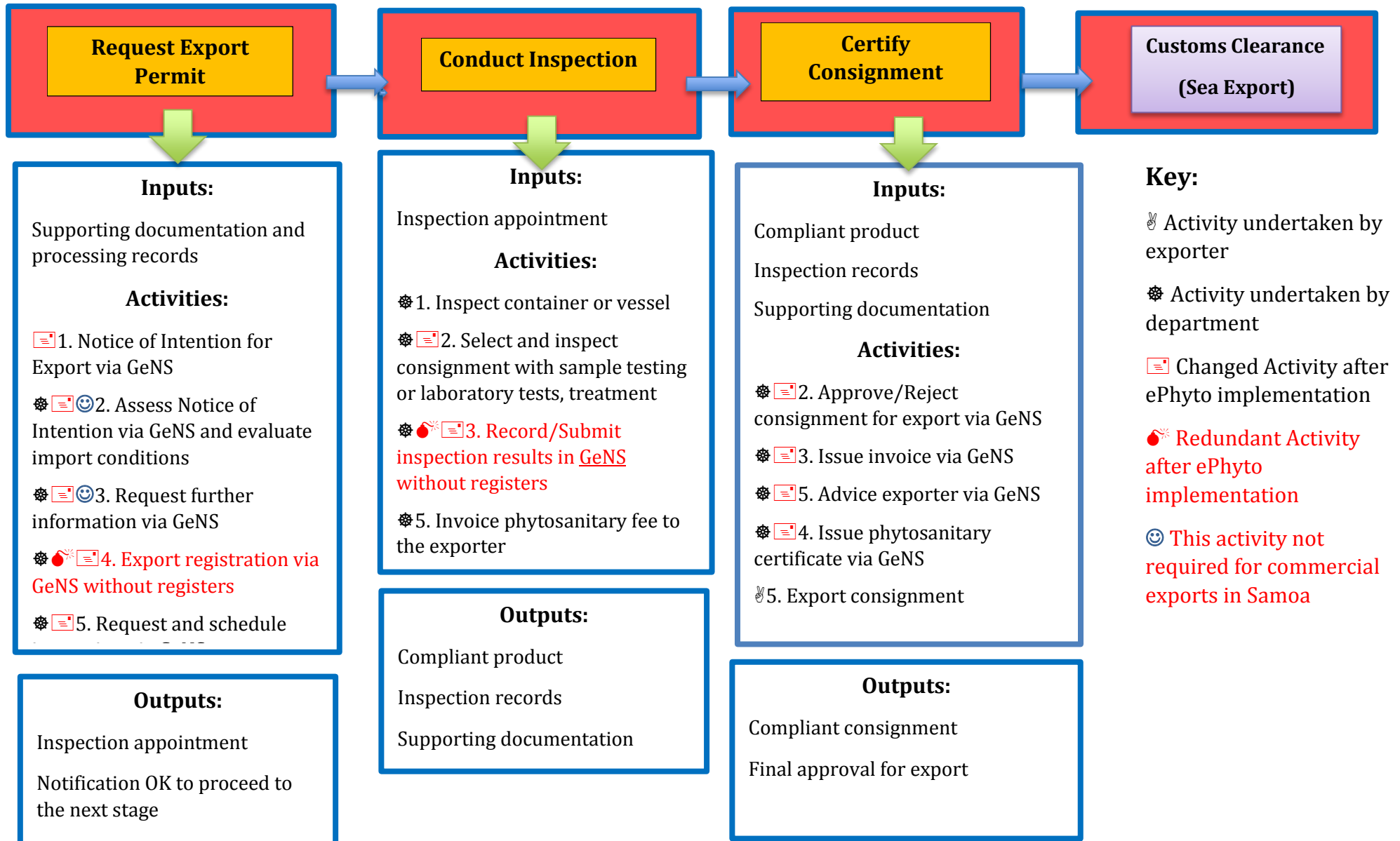


Figure 2: Country Process of Import of Phytosanitary Clearance from Sea port and Air port for Importers in Samoa (Imports without ePhyto)

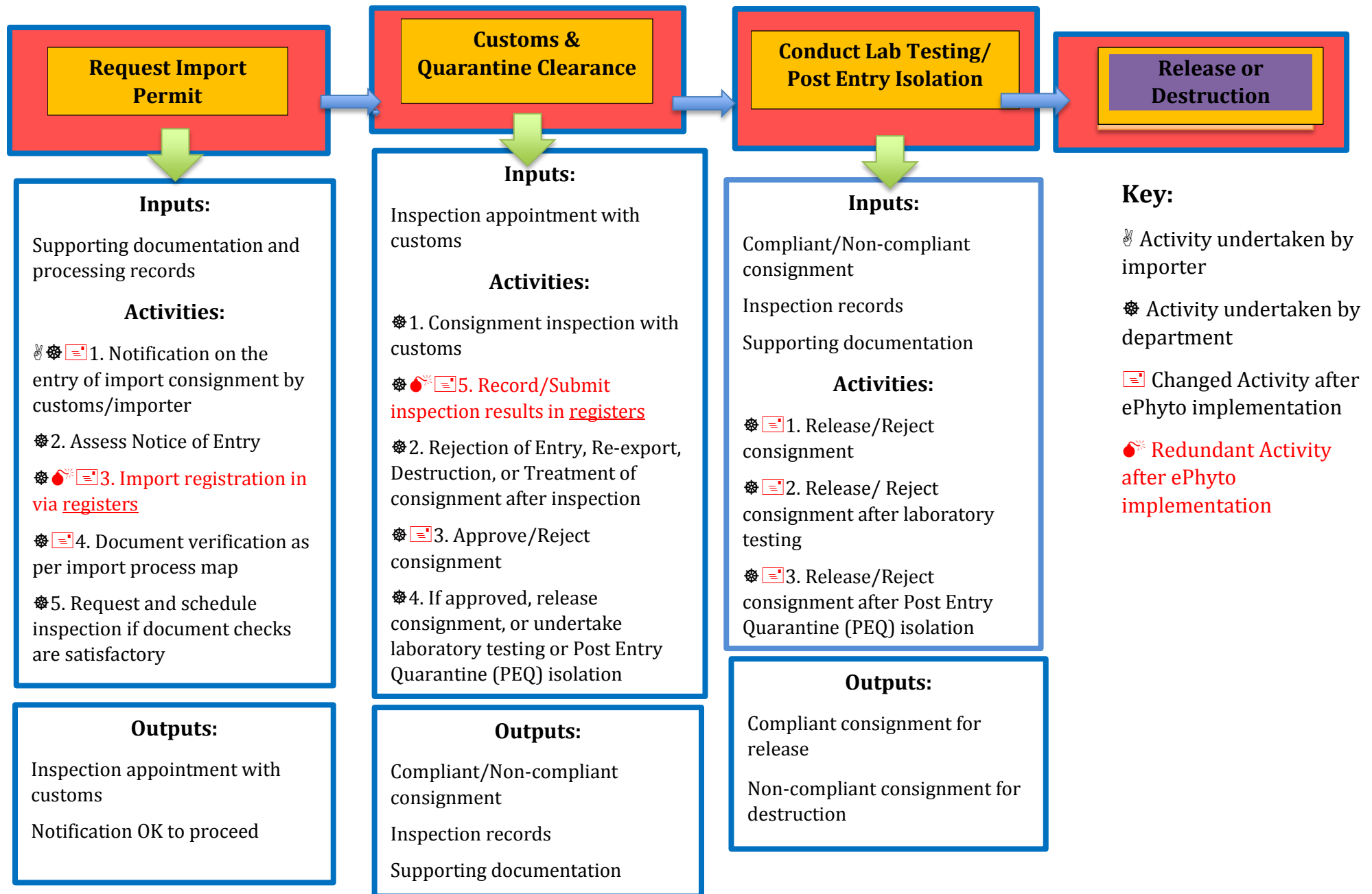
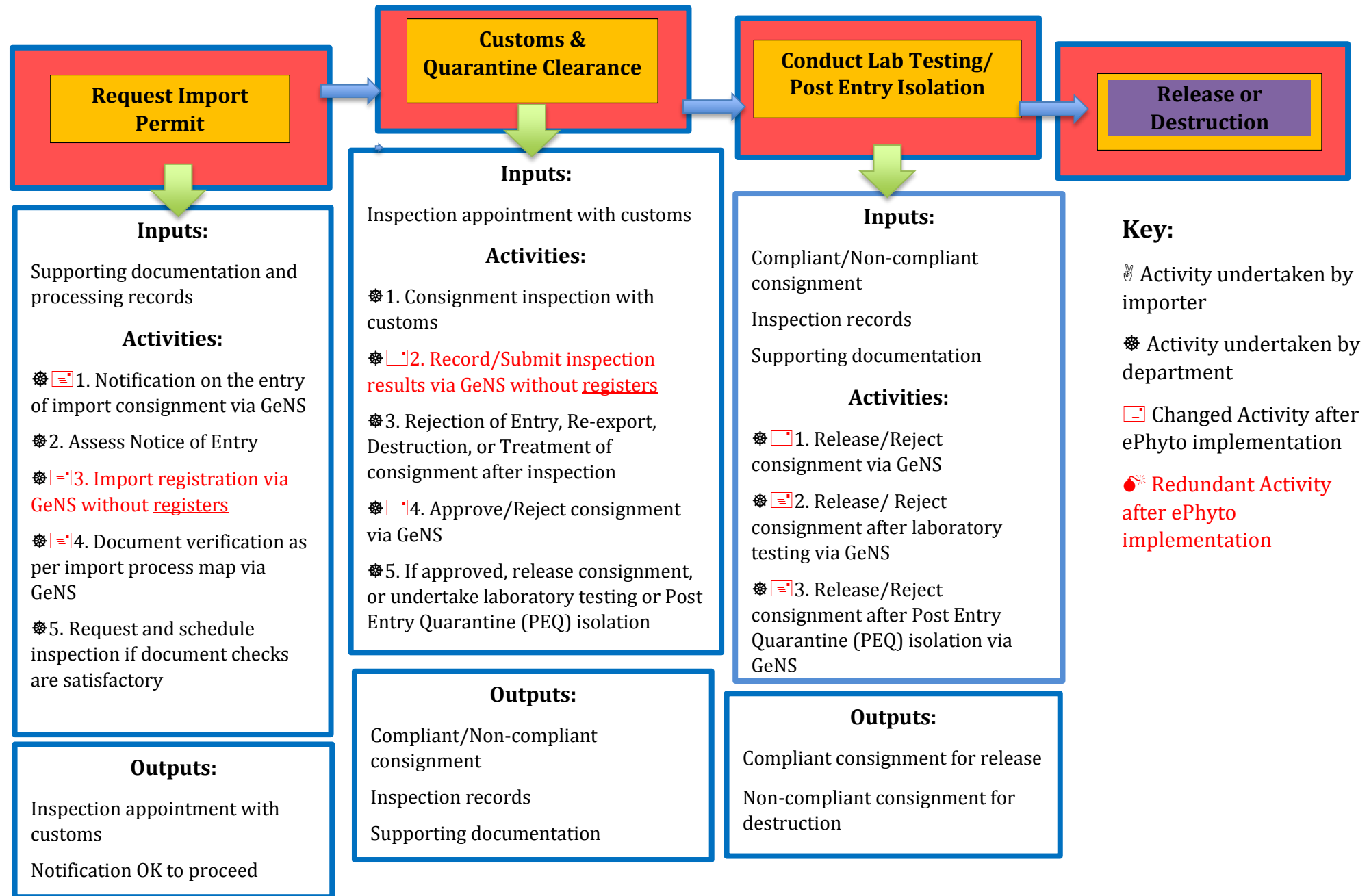


Figure 22: Country Process of Import of Phytosanitary Clearance from Sea port and Air port for Importers in Samoa (Imports with ePhyto)



Country report - Samoa

10. Assessment of activities undertaken at the sea port and air port for exports after introduction of GeNS

Test report and treatment certification will be supplied via GeNS to sea port/air port by exporters. The phytosanitary certificate (Figure 15) will be issued for export based on the assessment via GeNS provided there are no objection letters.

No prior approval for export is necessary and bill of lading and customs declaration is not required to issue the phytosanitary certificate. The exporter will be responsible for maintaining conformity of the consignment throughout the process as the goods will have to be either re-exported, treated or destroyed should there be a non-conformity with phytosanitary declaration at the importer's premises (Figures 18 & 19).

The use of registers for recording will become redundant after GeNS is implemented, as the information will be recorded electronically in the system. After GeNS is implemented, phytosanitary certificates will be issued for the vessel provided by exporter in his/her application and no further verifications will be undertaken. The exporter will need to inform officers at the sea port/air port if there is a change in the vessel after phytosanitary certificate has been issued. The previous phytosanitary certificate will be cancelled and a new certificate will be reissued via GeNS when this happens. Such approach will help to maximise the business efficiency since there is a very low probability of a change in vessel by exporters.

NPQS, Samoa should make arrangements to brief stakeholders by holding industry awareness sessions about proposed changes to their phytosanitary exchange processes before implementation of GeNS in Samoa. .

11. Assessment of activities undertaken for imports after introduction of GeNS

Test report and treatment certificates will be supplied via GeNS to importer (Samoa) by the exporter. Phytosanitary certificate is issued by the exporter via GeNS after relevant supporting documentation (e.g. treatment reports, area freedom certification etc.) is checked. These documents are provided by the exporter to importer for further verification.

The exporter will be responsible for maintaining conformity of the consignment throughout the process as the goods will have to be either re-exported, treated or destroyed should there be a non-conformity with phytosanitary declaration at the importer's premises. The release or rejection of consignment will be undertaken by NPQS, Apia, Samoa via GeNS soon after inspection (Figure 20), or after laboratory testing or post entry quarantine is undertaken.

Country report - Samoa
The country notification on the consignment entry may not be required in future since GeNS will be able to provide NPQS about the entry of consignment with relevant documentation. Accordingly, the use of registers for import recording will become redundant after GeNS is implemented, as the information will be recorded electronically in the system.

NPQS, Samoa should make arrangements to inform customs and other organisations (banks, brokers etc.) affiliated with phytosanitary exchange about the changes to their operational processes due to implementation of GeNS.

12. ePhyto Change Assessment

ePhyto change assessment and management is a process integral to the NPPO implementing its initiatives detailed in process maps. It is used to support people, stakeholders, and clients through the transition stages of the implementation of the initiative.

A change assessment is required for all change anticipated to impact the NPPO, its people, services, and stakeholders prior to implementing GeNS in Samoa. This is a key part of the work plan which will help IPPC to identify how resources should be allocated to support various activities after GeNS is implemented in Samoa. The change assessment review should be completed for each one of the elements that will become redundant or change after GeNS is implemented. In summary, the change assessment will assist in determining the level of control required to manage the change including project management and governance requirements.

For instance, the country report for Samoa has details of process mapping for exports (Figures 27 & 28) and imports (Figures 29 & 30) that would be changed or become redundant after GeNS is implemented. The Pre and Post implementation reviews of the change assessment in the work plan based on the process maps will help to identify activities that need to be regulated to facilitate smooth functioning of processes after GeNS is implemented. For this purpose, Pre and Post implementation reviews of the change assessment should be consistent with the process mapping in country report.

Country report - Samoa

13. Appendices

13.1. ePhyto Background

The International Plant Protection Convention (IPPC) is an international agreement that supports harmonised requirements to prevent the movement of plant pests with traded commodities. Phytosanitary certification is an integral part of the Convention and allows the National Plant Protection Organisation (NPPO) to communicate the phytosanitary status of a commodity in trade between exporting and importing countries. The IPPC has adopted the International Standard for Phytosanitary Measures (ISPM) 7 and ISPM 12 which provide harmonised guidance on phytosanitary certification that has contributed to facilitating safe trade. In 2012, an appendix to ISPM 12 on electronic phytosanitary certification was approved which provided guidance on the exchange of electronic phytosanitary certificates. Electronic certification facilitates trade by increasing the security and efficiency of government certification processes.

In recent years, some contracting parties to the IPPC, predominantly in developed countries have made significant advances in developing systems for electronic certification. These systems often require considerable resources to develop due to the multitude of exchange formats, electronic tools and mechanisms required for producing and receiving electronic certificates. Negotiating agreements with trading partners to allow for exchange and establishment may cost significant amounts of money for trading partners. For instance, a study done in 2014 estimated that each agreement to support electronic exchange between countries could cost as much as US \$50,000.

In order to facilitate exchange, the Commission on Phytosanitary Measures (CPM), as the governing body of the IPPC, composed of contracting parties has advocated the development of a hub system for issuing ePhytos with the aim of improving trade between NPPOs and removing the costs associated with individual country agreements for electronic exchange.

The ePhyto solution is looking to develop a standardised approach to the security and method of exchange, code sets, and message mapping to ensure that all countries are able to easily participate in electronic certification. The ePhyto system consists of two main elements, production and receipt of ePhytos and an exchange mechanism. Exchange may be done through a hub (as proposed under this project) or directly between NPPOs (point-to-point exchange). The hub model is less costly than the existing paper-based methods and will significantly strengthen global harmonisation and adherence to the IPPC standards for phytosanitary certification.

The Commonwealth Phytosanitary Measures (CPM)-8 established an ePhyto Steering Group (ESG) and formulated its terms of reference. Furthermore, CPM-9 (2014) approved the Appendix 1 to ISPM 12 which describes the format and the contents of electronic phytosanitary certificates and their exchanges between NPPOs. A member of the CPM Bureau who provides guidance to the CPM on the strategic direction, financial and operational management, along with a member of the IPPC Secretariat are part of the ESG. These members facilitate two way communication to their respective organisations/groups.

In October 2014, the Asia and Pacific Plant Protection Commission (APPPC) hosted a workshop on Building Understanding and Preparedness for Electronic Phytosanitary Certification in Thailand. The objectives of the workshop were to discuss the opportunities and risks associated with electronic certification and to provide information on how to prepare for future implementation of electronic certification in the participating countries. The participants established an APPPC ePhyto Working Group including Thailand, Philippines, Korea, Indonesia, China, Japan, and Malaysia with Australia as the group leader.

Country report - Samoa

The global symposium on the implementation⁶ of ePhyto was hosted by the Korean Animal and Plant Quarantine Agency in Incheon City, Republic of Korea on 9 to 13 November 2015. This symposium was financially supported by the Government of Korea. About 80 participants attended the symposium, who came from over 50 contracting parties of IPPC along with industry and multinational organisations. The symposium was represented by participants from Regional Plant Protection Organisations (RPPO), National Plant Protection Organisations (NPPO), international organisations, plant industry representative organisations, and commercial firms managing electronic trade documents.

The regional plant protection updates of the symposium were undertaken by various members of the ESG.

Following organisations presented during the symposium:

- Association of Southeast Asian Nations (ASEAN),
- Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES),
- United Nations Conference on Trade and Development (UNCTAD),
- United Nations International Computing Centre (UNICC).

There were global industry and service providers associated with cut flowers (International Flower Trade Association – Union Fleurs), International Seed Federation (ISF), International Grain Trade Coalition (IGTC), Forest Products (Canada Wood Korea) and electronic documentation services who gave separate presentations on how introduction of ePhyto systems would benefit their respective industries.

ESG submitted a project proposal to the Standard and Trade Development Facility (STDF), affiliated with World Trade Organisation (WTO) seeking funds to develop global hub and Generic ePhyto National System (GeNS) for for ePhyto exchange. CPM-10 (2015) confirmed support for this project proposal and encouraged the Secretariat to implement the project.

In October 2015, the STDF approved US \$1 million for the development of global Hub subject to extra supplementary funding of US \$275,000 being available from another donor. Canada funded a full time position to work on ePhyto with IPPC for a period of 3 years (equivalent to US \$500,000). The USA has also committed funding of US \$100,000 to the ePhyto project for at least the next three years. The STDF funds will be utilised for the development of the global Hub and the GeNS as follows:

- a) GeNS available to developing countries for the production, sending and receipt of electronic phytosanitary certificates and
- b) An internationally accessible hub to facilitate the transfer of electronic certificates between NPPOs.

The combination of these two systems, referred to as “the ePhyto Solution” will facilitate countries (especially those with limited resources) to start exchanging electronic phytosanitary certificates for exporting and importing consignments. Countries without an existing national system will have access to GeNS which will allow them to issue, send and receive electronic certificates through the hub. This exchange based upon a single communication protocol will help in reducing costs. Countries with existing national systems can also connect to the hub and begin exchanging electronic certificates via their national systems. This solution will expedite trade flows and facilitate border management due to ease of information flow and access. After establishment of the system, all contracting parties of the IPPC will be able to communicate phytosanitary assurances in a modern, cost effective, and globally

⁶ More details of the symposium publications are available at the IPPC web link: <https://www.ippc.int/en/ephyto/the-2nd-ippc-global-symposium-on-ephyto/>.

Country report - Samoa
hard copy report is intended to be compatible with existing border information management systems and is expected to build upon such systems (e.g. single window system) where possible.

A readiness survey⁷ was sent to all IPPC contact points in December 2015 to select countries for an initial pilot phase of the ePhyto project. From the 80 countries that responded, 15 were initially selected as possible participants in the initial pilot phase. Fourteen countries confirmed their willingness to participate in piloting the Hub via their national systems or GeNS after implementation.

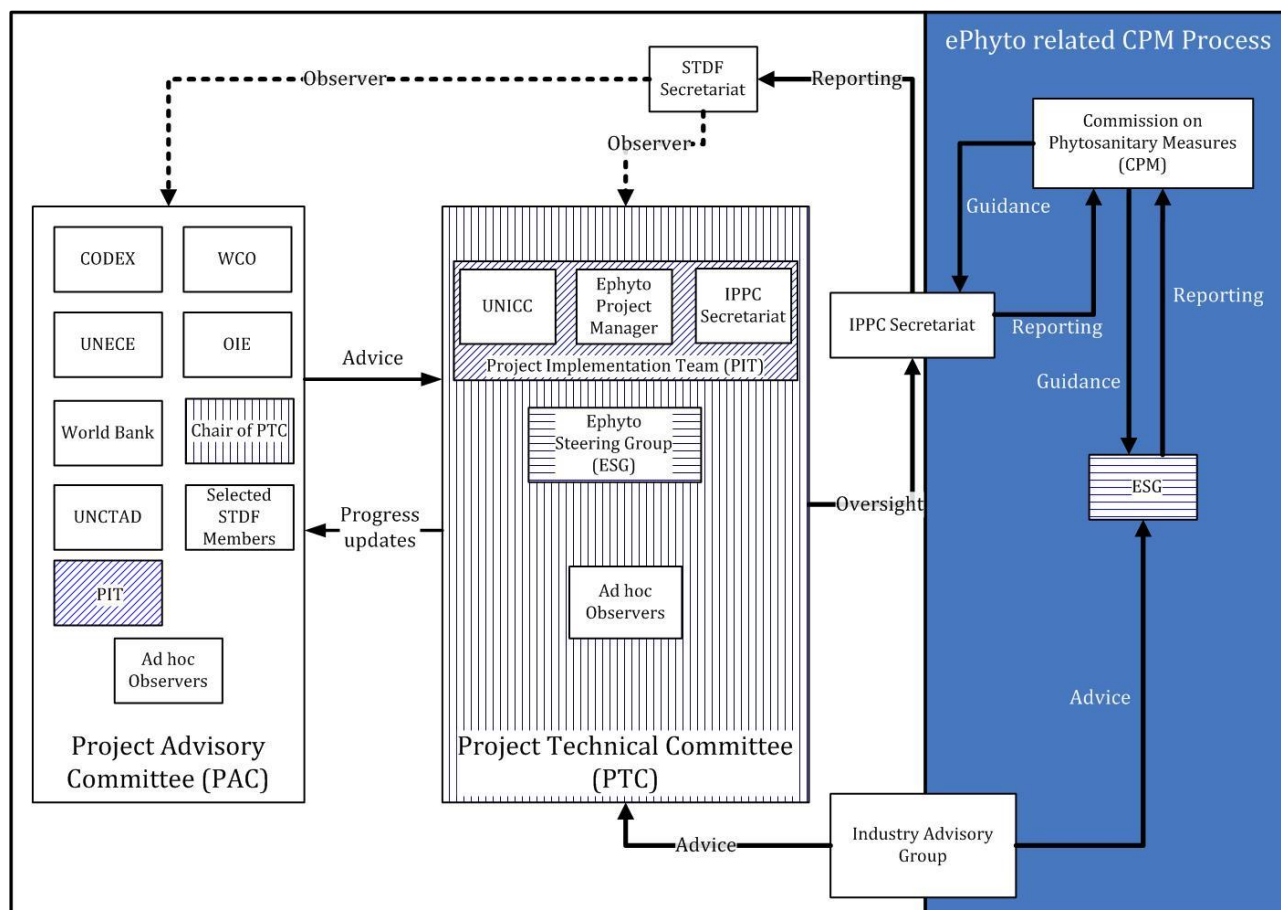


Figure 31: ePhyto related CPM Process

The ePhyto Industry Advisory Group (IAG) was established to provide practical guidance and advice to the IPPC Secretariat on the design, development and deployment of an ePhyto (electronic phytosanitary certification) Solution. The IAG will also advise the IPPC Secretariat on the feasibility of the project and its ability to facilitate efficient and effective trade flows. The IAG meets on an annual basis or maintains electronic communication.

The ePhyto Project Technical Committee (PTC) is composed of the [ePhyto Steering Group](#), the [United Nations International Computing Centre](#) and the [IPPC Secretariat](#). The PTC is providing leadership and

⁷ Countries interested in participating for ePhyto development should complete the survey posted at: <http://www.surveymonkey.com/r/GlobalePhyto> with Passcode"3162".

Country report - Samoa
guidance to the implementation of a hub and GeNS. The PTC meets in-person 1 to 3 times per year and communicates electronically on a monthly basis.

The ePhyto Project Advisory Committee (PAC) has been established to link the ePhyto Project to other international initiatives on electronic certification. The PAC provides advice to the PTC on specific issues raised by the PTC and provides guidance on project implementation. The PAC also monitors the delivery of the project based upon the performance indicators specified in the project plan and evaluates project development by reviewing progress reports. The PAC meets on an annual basis or maintains electronic communication.

The Terms of Reference for these bodies and associated meeting reports are available in the IPPC website. The Figure 31 provides a snapshot about how these bodies are inter linked to progress the ePhyto global solution.

132 Status of Action Items and their Outcomes

ePhyto Project of Samoa - Action Items (08 September 2016)					
Project Manager: Dr Pelenato Fonoti					
No	Topic	Action	Responsible Officer(s)	Due date	Status/Comments
1	Governance	Establish a Working Group and inform contact name, business roles, phone numbers and e-mail addresses of such officers	Dr Pelenato Fonoti	26 August 2016	FINALISED
2	ePhyto Working Group	Setting up of ePhyto Working Group for Samoa with workshop participants	Ms Talei F Moors	26 August 2016	FINALISED
3	Communication	To establish a mailing group among workshop participants for future communication	Ms Sarai Tevita	26 August 2016	FINALISED
		Initiate a contact point for NPPO to drive the ePhyto system delegated to avoid barriers to context and technical information	Dr Pelenato Fonoti Ms Talei F Moors Ms Sarai Tevita	26 August 2016	FINALISED
		Consult Samoan industry (stakeholders) to determine their support for implementing the GeNS	Dr Pelenato Fonoti and Working Group	October 2016	To be undertaken at the video conference between Samoan industry and Australia

Country report - Samoa ePhyto Project of Samoa - Action Items (08 September 2016)					
Project Manager: Dr Pelenato Fonoti					
No	Topic	Action	Responsible Officer(s)	Due date	Status/Comments
4	ePhyto Work plan	Finalise the draft work plan and provide it to the Department of Agriculture, Canberra by the Samoan NPPO for review	Working Group	November 2016	To be undertaken
5	Process Maps	Further refine the process maps for exports and imports by NPPO after joint discussions with the Department of Agriculture, Canberra	Working Group	30 September 2016	FINALISED
		Identify and advise all treatments that would be used (currently and in future) for disinfestation for imports and exports	Working Group	26 August 2016	FINALISED
6	Training Requirements	Scope of ePhyto training needs	Working Group	To be developed	How many locations? How many staff? Train the trainer training
7	Technical Matters	Determine whether Samoan legislation allow off shore data storage?	Ms Sarai Tevita and Working Group	September 2016	Provide advice to Dr Chin Karunaratne
8	Sustainability	Mechanism to ensure sufficient local resources are in place	Working Group	Various	On going

Country report - Samoa ePhyto Project of Samoa - Action Items (08 September 2016)					
Project Manager: Dr Pelenato Fonoti					
No	Topic	Action	Responsible Officer(s)	Due date	Status/Comments
		Ongoing cost recovery mechanisms to cover potential IPPC hub costs	Working Group	To be decided	Post implementation
9	Benefit Analysis	To identify and prioritise project benefits for Samoa	Dr Chin Karunaratne and Working Group	To be advised	To be undertaken during pre and post implementation stages of GeNS
10	Awareness Programs	To advice ePhyto developments during regional engagements with PPPO countries	Dr Pelenato Fonoti and Dr Chin Karunaratne	To be decided	On going
		To engage local industry in awareness programs and brief them about GeNS	Working Group	Various	On going
11	Technical Advice	Establish contingency plan to address internet outages in Samoa	Ms Sarai Tevita in discussion with the Working Group	15 November 2016	Plan to be provided to Dr Chin Karunaratne by Ms Sarai Tevita
		Allocation of funding for multiple internet providers in participating countries to minimise impacts of outages	Working Group	To be decided and managed by NPPO, Samoa	Dr Pelenato Fonoti to manage

Country report - Samoa ePhyto Project of Samoa - Action Items (08 September 2016)					
Project Manager: Dr Pelenato Fonoti					
No	Topic	Action	Responsible Officer(s)	Due date	Status/Comments
		Identify processes for determining IP addresses of authorised users for trace back purposes	UNICC	To be advised	Dr Chin Karunaratne to raise this issue with UNICC
		Distinguish processes for using the ePhyto system between commercial & non commercial exporters	Project Technical Committee	2017	For different countries
		Validity period of the export and import registration to be advised to NPPO from the industry	Project Technical Committee	2017	For different countries
		Specify software licensing arrangements for the ePhyto system	Project Technical Committee	2017	For different countries
		System to report expiration dates of licenses for exporters	Project Technical Committee	2017	For different countries
		Establish an activity log within the GeNS for traceability purposes of different users	Project Technical Committee	2017	For different countries
12	Country Contributions	Evaluate costing of ePhyto exchange on the volume of certificates	Project Technical Committee and IPPC	To be advised	Dr Chin Karunaratne to provide advice to NPPO, Samoa

Country report - Samoa ePhyto Project of Samoa - Action Items (08 September 2016)					
Project Manager: Dr Pelenato Fonoti					
No	Topic	Action	Responsible Officer(s)	Due date	Status/Comments
		Developed countries to support costs associated with running the ePhyto system over a certain period for developing countries based on their performance	Project Technical Committee and IPPC	To be advised	Dr Chin Karunaratne to provide advice to NPPO, Samoa
13	Legislation	Consider potential phytosanitary fee review as part of change assessments	Working Group	To be advised in 2017	Dr Pelenato Fonoti to manage and provide advice to Dr Chin Karunaratne
14	Pilot Phase	Obtain further information from users (departmental staff and industry) about system changes from practical testing to the pilot	Working Group	2017	Dr Pelenato Fonoti to manage and provide advice to Dr Chin Karunaratne
15	Stakeholder Register	Develop a stakeholder register for Samoa covering importers, exporters and associated bodies (e.g. customs)	Working Group	October 2017	Ms Talei F Tevita to manage with Dr Chin Karunaratne
16	Resource Requirements	Check IT infrastructure of Samoa to check whether it can support the GeNS	Ms Sarai Tevita and Working Group	To be advised	This activity will be undertaken after getting GeNS technical specifications from UNICC through Dr Chin Karunaratne

Country report - Samoa		ePhyto Project of Samoa - Action Items (08 September 2016)			
Project Manager: Dr Pelenato Fonoti					
No	Topic	Action	Responsible Officer(s)	Due date	Status/Comments
17	Reporting Needs	Identify reporting needs for Samoa (e.g. commodity/country)	Working Group	November 2017	FINALISED



Work finalised



Work in progress



Work not yet undertaken

Country report - Samoa

Progress of Action Items

ePhyto Project of Samoa - Action Items (23 September 2016)

Project Manager: Dr Pelenato Fonoti

Action Item	Topic	Outcome
2	ePhyto Working Group	<p>The Ministry of Agriculture & Fisheries in Samoa appointed following officers to manage its ePhyto project and develop country work plan for Samoa.</p> <ol style="list-style-type: none"> 1. D Lupeomanu Pelenato Fonoti (M), ACEO-Quarantine, Ministry of Agriculture & Fisheries, Samoa 2. Talei Fidow Moors (F), Principal Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 3. Sarai Faleupolu Tiatia (F), Principal IT Officer, Ministry of Agriculture & Fisheries, Samoa 4. Taimaletane Tuivavalagi, Principal Policy Officer, Ministry of Agriculture & Fisheries, Samoa 5. Olive Jayto Alesana (F), Registrar of Pesticide, Ministry of Agriculture & Fisheries, Samoa 6. Anoano Seumalii Vaai (F), Senior Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 7. Letoa Pine Paenoa (M), Senior Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 8. Vaeve'a Vesi Ioane (M), Senior Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 9. Nafanua Ebony Malele (F), Senior Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 10. Viiga Seiuli Filemu (F), Senior Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 11. Tanu Tufuga(M), Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 12. Fiapaipai To'o (F), Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 13. Ferila Samuelu. (F), Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 14. Tovine Seiuli. (F), Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa 15. Toleafoa Daryl Elisaia (M), Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa

Country report - Samoa		Progress of Action Items
ePhyto Project of Samoa - Action Items (23 September 2016)		
Project Manager: Dr Pelenato Fonoti		
Action Item	Topic	Outcome
3	Communication	Mailing group has been established. Individual MAF accounts for participants have been created by IT.
5	Process Maps	<p>Import and export Process Maps provided by SQS are in the report (Figures 24, 25 and 26)</p> <p>Identify treatments that would be used (current and future) for disinfestations of imports & exports.</p> <ul style="list-style-type: none"> ➤ Spraying ➤ Dipping ➤ Dusting ➤ Fumigation ➤ Freezing ➤ Pasteurisation ➤ Surface Sterilisation ➤ Hot water treatment ➤ Drying ➤ Oven drying ➤ High-Temperature Forced-Air (HTFA) ➤ Heat treatment ➤ Steam cleaning ➤ Chilling ➤ Baked ➤ Water blasting ➤ Post Entry Quarantine (PEQ)

Country report - Samoa		Progress of Action Items
ePhyto Project of Samoa - Action Items (23 September 2016)		
Project Manager: Dr Pelenato Fonoti		
Action Item	Topic	Outcome
17	Reporting Needs	<p>Exports:</p> <p><u>Private reporting needs:</u></p> <ul style="list-style-type: none"> ➤ Private phytosanitary issued (Daily/weekly/Monthly/yearly basis) ➤ List and number of private exporters ➤ Types of commodities exported ➤ Quantity/volume of commodities exported e.g. FCLs, bags, Bundles, pallets, cartons, crates etc. ➤ Country of destination ➤ Revenue generated <p><u>Commercial reporting needs:</u></p> <ul style="list-style-type: none"> ➤ Commercial phytosanitary issued (Daily/weekly/Monthly/yearly basis) ➤ List and number of commercial exporters ➤ Types of commodities exported ➤ Quantity/volume of commodities exported e.g. FCLs, bags, Bundles, pallets, cartons, crates etc. ➤ Country of destination ➤ Revenue generated <p>Imports:</p> <p><u>Private reporting needs:</u></p> <ul style="list-style-type: none"> ➤ Private phytosanitary Received (Daily/weekly/Monthly/yearly basis) ➤ List and number of private importers ➤ Types of commodities imported ➤ Quantity/volume of commodities imported e.g. FCLs, bags, Bundles, pallets, cartons, crates etc. ➤ Country of Origin <p><u>Commercial reporting needs:</u></p>

Country report - Samoa		Progress of Action Items
ePhyto Project of Samoa - Action Items (23 September 2016)		
Project Manager: Dr Pelenato Fonoti		
Action Item	Topic	Outcome
		<ul style="list-style-type: none">➤ Commercial phytosanitary Received (Daily/weekly/Monthly/yearly basis)➤ List and number of commercial importers➤ Types of commodities imported➤ Quantity/volume of commodities imported e.g. FCLs, bags, Bundles, pallets, cartons, crates etc.➤ Country of Origin

ePhyto Project Planning (EPP) Workshop & Field Visit
MINISTRY OF AGRICULTURE & FISHERIES, SAMOA
22 - 26 August 2016

Final Agenda

(Daily Schedule: 9:30 - 13:00 and 14:00 - 17:30)








Attendees:

NAME		REPRESENTING	ATTENDANCE CONFIRMED
1	Mr Fonoiaava Sealiitu	Chief Executive Officer of Quarantine for Samoa, Ministry of Agriculture & Fisheries, Samoa	To be confirmed for the opening day
2	Mr Lupeomanu Pelenato Fonoti	IPPC Official Representative and Assistant Chief Executive Officer of Quarantine for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
3	Mr Peter Neimanis	Director, ESG Member; Dept. of Agriculture, Australia	Yes
4	Dr Chin Karunarattne	Senior Project Scientist, IPPC Resource Officer; Dept. of Agriculture, Australia	Yes
5	Mr Shane Sela	ePhyto Project Manager	Yes
6	Ms Talei .Fidow Moors	Principal Quarantine Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
7	Ms Sarai Faleupolu Tiatia	Principal Information Technology Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
8	Ms Olive Jayto Alesana	Registrar of Pesticide, Ministry of Agriculture & Fisheries, Samoa	Yes
9	Ms Anoano Seumalii Vaai	Senior Quarantine Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
10	Mr Letoa Pine Paenoa	Senior Quarantine Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
11	Mr Vaeve'a Vesi Ioane	Senior Quarantine Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
12	Ms Nafanua Ebony Malele	Senior Quarantine Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
13	Ms Viiga Seiuli Filemu	Senior Quarantine Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes

26 September 2016
Document 12

NAME		Country report - Samoa	REPRESENTING	ATTENDANCE CONFIRMED
14	Ms Jacqueline Adams		Senior Quarantine Officer for Samoa, Ministry of Agriculture & Fisheries, Samoa	Yes
15	Mr Tanu Tufuga		Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa	Yes
16	Mr Toleafoa Daryl Elisaia		Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa	Yes
17	Mr Patrick Moli		Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa	Not confirmed
18	Ms Ferila Samuelu		Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa	Yes
19	Ms Tovine Seiuli		Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa	Yes
20	Ms Fiapaipai To'o		Quarantine Officer, Ministry of Agriculture & Fisheries, Samoa	Yes

AGENDA ITEM	TIME	PRESENTER
MONDAY - 22 August 2016		
1. Welcome and Opening of the Meeting	9.30am - 10.00am	CEO Samoa Mr Peter Neimanis
2. Meeting Logistics and Arrangements		Mr Pelenato Fonoti
3. ePhyto Presentation and Question Time	10.00am - 11.00am	Mr Peter Neimanis Dr Chin Karunaratne
MORNING TEA		
4. Review and Adoption of Agenda		Mr Peter Neimanis Dr Chin Karunaratne

Country reports Samoa	TIME	PRESENTER
4. Work Plan RPPOs and NPPOs - Project Planning 4.1 Connectivity Maps (Facilitation & Implementation) (Appendices L & M) 4.2 Expectations 4.3 Constraints and Assumptions (Table 2.6) 4.4 Project Benefits (Table 2.7)	11.30am – 1.00pm	Mr Shane Sela All
LUNCH		
5. Work Plan RPPOs and NPPOs - Project Planning 5.1. Stages and Milestones (Table 2.8) 5.2 Critical Success Factors (Table 2.9) 5.3 Agreed Tolerances (Table 2.10) 5.4 Organisational Change Assessment (Section 10) <ul style="list-style-type: none">  Development of import and export process maps for Samoa with or without ePhyto (Group Activity)  Identify changes in import and export processes with ePhyto  Change Assessment Template (Appendix C) (Pre and Post Implementation)  Change Impact Assessment Summary (Table 2.11) 5.5 Time frame required to achieve the objectives	2.00pm – 3.30pm	Mr Peter Neimanis Dr Chin Karunaratne Mr Shane Sela All
AFTERNOON TEA		
6. Work Plan RPPOs and NPPOs - Project Planning 6.1 Finalise action items for the day	4.00pm – 5.30pm	Mr Peter Neimanis Dr Chin Karunaratne Mr Shane Sela All
TUESDAY – 23 August 2016		
7. Work Plan RPPOs and NPPOs - Project Planning 7.1 Governance (Section 5) <ul style="list-style-type: none">  Roles and Responsibilities (Section 5.1)  Communication Plan (Section 5.2 – Appendix E) 7.2 Stakeholder Management (Section 6 - Appendix F) <ul style="list-style-type: none">  Agenda item 13 (Stakeholder Register) 	9.30am – 11.00am	Mr Peter Neimanis Dr Chin Karunaratne Mr Shane Sela All

Country reports Samoa	TIME	PRESENTER
MORNING TEA		
<p>8. Work Plan RPPOs and NPPOs - Project Planning ☛</p> <p>8.1 Risk and Issues Management (Appendices G & H)</p> <ul style="list-style-type: none"> ☛ Risk Management Register for Pilot Countries (Section 7.1 and Global ePhyto document) ☛ Issues Management (Section 7.2) <p>8.2 Quality Management (Section 8)</p> <ul style="list-style-type: none"> ☛ Project Monitoring and Control (Section 8.1) ☛ Information Management (Section 8.2) 	11.30am – 1.00pm	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>All</p>
LUNCH		
<p>9. Work Plan RPPOs and NPPOs - Project Planning ☛</p> <p>9.1 Decision and Action Register (Section 9)</p> <p>9.2 Readiness Assessment (Samoa – Appendix I)</p> <p>9.3 Project Closure and Finalisation (Section 11)</p> <p>9.4 Appendices (A, B, J and K)</p> <ul style="list-style-type: none"> ☛ RPPO Work Plan ☛ Technical Work Plan for Participating Countries ☛ Project Closure Template ☛ Post Implementation Review Template 	2.00pm – 3.30pm	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>All</p>
AFTERNOON TEA		
<p>10. Work Plan RPPOs and NPPOs - Project Planning ☛</p> <p>10.1 Finalise action items for the day</p>	4.00pm – 5.30pm	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>All</p>
WEDNESDAY – 24 August 2016		
<p>11. IPPC Global ePhyto Solution ☛ - (IPPC Publication)</p> <p>11.1 Generic National System Specifications (Page 16)</p> <p>11.2 Hub Technical Specifications (Page 20)</p> <p>11.3 Generic National Phytosanitary System (Page 25)</p>	9.30am – 11.00am	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>All</p>
MORNING TEA		

Country reports	TIME	PRESENTER
<p>12. Generic National System (GNS) 12.1 Prepare for the use of GNS (Discussed under the Appendix B) 12.2 Role played by UNICC to establish and operate GNS</p> <p>13. Requirements for Samoa 13.1 User Manuals 13.2 Samoa to confirm their requirements ✚ (send/receive or just one) after review of generic system specifications</p> <p>14. Establishment of Stakeholder Register (SR) in Samoa 14.1 How would it be set up and information? 14.2 Should the legislation need to be changed for SR?</p>	<p>11.30am – 1.00pm</p> <p>All</p>	<p>Mr Peter Neimanis Dr Chin Karunaratne Mr Shane Sela All</p>
LUNCH		
<p>15. Role of Project Manager/Technical Manager in Samoa 15.1 Contents under Section 8 of work plan 15.2 Input for technical queries/problems</p> <p>16. Estimation of Support (Financial and Technical) 16.1 Country contribution (Internal) 16.2 Assistance for ePhyto development (External) ✚ Training Needs Analysis (Appendix D)</p>	<p>2.00pm – 3.30pm</p> <p>All</p>	<p>Mr Peter Neimanis Dr Chin Karunaratne Mr Shane Sela All</p>
AFTERNOON TEA		
<p>17. Action Items 17.1 Finalise action items for the day</p>	<p>4.00pm – 5.00pm</p>	<p>Mr Peter Neimanis Dr Chin Karunaratne Mr Shane Sela All</p>
BUSINESS DINNER (6.30pm – 10.30pm)		
THURSDAY – 25 August 2016		

Country reports Ag Samoa	TIME	PRESENTER
<p>18. Closing Meeting</p> <p>18.1 Change assessment review</p> <p>18.2 Future work</p> <p>✚ Work Plan from Samoa</p> <p>18.3 Some technical action items finalised after the workshop in Samoa</p> <p>18.4 Finalisation of action items for Samoa with timelines for future work</p>	9.30am – 11.30am	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>All</p>
<p>19. Meeting with Samoan Economist/Officer</p> <p>19.1 Benefits assessment (Section 2.7) ☼</p> <p>19.2 Cost assessment of phytosanitary exchange</p> <p>19.3 Methodology and future work</p> <p>19.4 Funding</p>	1.00pm – 3.00pm	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>Samoan Economist</p>
FRIDAY – 26 August 2016		
<p>20. Field Visit to Inspect Phytosanitary Clearance</p> <p>✚ Samoan Seaport</p> <p>✚ Airport</p>	9.30am -1.30pm	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>Officers from Samoa</p>
LUNCH		
<p>21. Final Discussion with NPPO, Samoa</p>	3.00pm – 4.00pm	<p>Mr Peter Neimanis</p> <p>Dr Chin Karunaratne</p> <p>Mr Shane Sela</p> <p>Officers from Samoa</p>
END OF TOUR		

☼ - Document provided prior to meeting



International Plant Protection Convention

ePhyto Attendees – Workshop in Samoa

PURPOSE:

To develop relationships with officers working in various work areas in Samoa to progress the development of ePhyto generic national system

Country report - Samoa



International Plant Protection Convention

	Name	Designation	Type of work	Address	Email address	Contact number
15	Rehm wpehm	Rehm				
16	D. Sarathchand	AI	IT Section at SCPP	SCPPC	dhanu/ka.scppc@gmail.com	077 3057549
17	A. W. W. W.	ADG				
18	N.S. Asaba Trade	DD	Plant Quarantine	NPQS	n.sagevani@gmail.com	071-8129926
19	L. K. Wardhana	DD	Plant Quarantine	NPQS	wardha.npqsd	077 626 3100
20	N. J. Nimanthika	ADA (Res)		NPQS	jayanimanthika@gmail.com	078019660
21	R. A. P. Ranawaka	ADA(R)	Plant Quarantine	NPQS	Priyanskanpqsg@gmail.com	071 8087607

Country report - Samoa



International Plant Protection Convention

Name	Designation	Type of work	Address	Email address	Contact number
22 L.C. Hwang	Deputy Director		PE Unit Colombo	champlakee@gmail.com	071-8315771.
23 P.K.C. Samarasinghe	Agricultural Inspector		EPC Peradeniya	Kapila.1970@yahoo.com	071 3883687.
24 R.M.U.D. Rathnayake	Agriculture Instructor		EPC, Agric Peradeniya		075-9505647
25 Jeevika Weerakaw	Professor		U. of Peradeniya	jeevika@pdn.ac.lk	077-398-2161
26 Chin Kurvat	Senior Scientist	Scientist	Dept. of Agric.	Chin-3163@bigpond.com	+61 40771442
27					
28					