

VIDEO INSPECTION PROCEDURE

General provisions and preparation for the video inspection:

- Prior to the inspection, the Russian side shall be provided with lists of farms/nurseries, indicating the registration number of the producer / exporter; general information about the nursery; area of the nursery, history of the nursery, numbers of lots, weight of lots (or number of units); varieties (specifying the rootstock, if applicable); as well as documentation containing information about phytosanitary inspections conducted (including data on laboratory testing of samples) and information on phytosanitary status. Based on these documents, information on the number and volume of samples taken will be prepared and provided to the NPPO of the producing country.
- Video inspection shall be conducted via videoconferencing separately for each of the specified production sites. The time of the video inspection shall be negotiated separately for each of the places of production.
- Video inspection shall be conducted through any video communication system convenient for both sides. Videoconferencing is always initiated by the Russian side.
- Committee from the Russian side shall consist of at least three people, including a state inspector and a representative of the Federal State Budgetary Institution "All-Russian Plant Quarantine Center" (FGBU "VNIIKR"), or a representative of a reference center or Interregional Veterinary Laboratory.
- Committee from the producing country side shall consist of at least three people, including at least one representative of the country's NPPO.
- At the beginning of the video inspection, the Committee from the producing country side shall be located directly on the territory of the farm where the inspection shall take place.
- Members of the Committee from the producing country side should have: seals with unique numbers, specialized packaging that excludes its beforehand opening and has an individual number, zip packages for sampling up to 200 g of soil if necessary, as well as all consumables and tools required for sampling (scalpels, secateurs, disinfectants, etc.).

Inspection stages	Procedure
Part 1 (takes place at the producer's office)	
Preliminary stage	
Connecting to the videoconference, checking the connection	All participants of the inspection from both sides are connected to the videoconference; sound and video quality is stable and sufficient; all participants of the inspection can clearly see and hear each other.
Beginning of video recording; introduction of participants	Videoconference recording is on; participants are notified that the video is being recorded; all participants introduce themselves with their full names and positions.
Checking the documents	
The producer's representatives provide copies or photos of documents of good quality to the e-mail specified by the Committee in advance or directly during the videoconferencing	<p>If the documents were not provided in advance, the Russian side requests the following information:</p> <ul style="list-style-type: none"> • registration number of the producer / exporter; • general information about the nursery; • area of the nursery; • history of the nursery; • documentation on phytosanitary inspections conducted and information on phytosanitary status; • information about lots prepared for shipment to the Russian Federation.
Questioning	
General questions related to the place of production, as well as discussion of organizational matters during sampling	<ul style="list-style-type: none"> • Range – which crops are grown on production sites; what is planned to be supplied to the Russian Federation; what is already being supplied to other countries? • How often does the local NPPO conduct phytosanitary inspections, have they ever had any detections of pests? • In case of detection, what measures to control pests are taken? • Are all the items intended for export to the Russian Federation available? • Where and in what condition is the planting material (in the warehouse / in the field)?

	<p>The procedure of sampling in accordance with GOST standards on sampling this planting material is described in advance. Information concerning the necessity of taking samples for the producing country is requested.</p>
<p>Part 2 (takes place in the warehouse or in the field, depending on the location of the planting material)</p>	
<p>Inspection and sampling</p>	
<p>Committee from the producing country side goes to the place of sampling</p>	<p>The following things shall be demonstrated: Location of the batch aimed for export to the Russian Federation (in the field or in the warehouse), overall look of the product. If possible, the lot number (or other information that allows its identification) should be demonstrated or pronounced verbally. If possible, the transfer of the Committee to the place of storage / growing of planting material should be recorded without interrupting the video stream.</p>
<p>Sampling</p>	<p>After the most detailed demonstration of the general condition of the planting material included in the batch, the members of the Russian Committee instruct the representatives of the producer's country on how a sample of this planting material should be taken in accordance with GOST (number of planting material in one sample, place of sampling, etc.)</p> <p>If a plant with symptoms of a disease is observed in the batch, the Russian Committee has the right to demand to take a sample from this plant. During sampling, the planting material is evenly distributed among the appropriate number of packing units, achieving maximum homogeneity. The process of sampling by the producer should be clearly seen on video. From the beginning of sampling and until the moment of its sealing, the sample must</p>

	<p>be constantly in the shot.</p> <p>For the Russian Committee to fill in the documents, the seal number shall be demonstrated and pronounced into the camera.</p>
Part 3 (location – to the discretion of the producing country)	
<p>Compiling the act of video inspection</p>	<p>All samples are placed in one place and shown to the Russian side. The samples are counted and the seal numbers are checked together with the list of samples prepared by the Russian side. When samples are taken for the producing country, the samples are sorted and the seal numbers of these samples are filled in the list. Both sides confirm the correctness of the list of samples.</p> <p>Based on the results of the inspection, the Russian side compiles the acts of sampling for each of the places of production and the list of samples, which are agreed and signed by both sides.</p> <p>A copy of the act is sent to the Committee of the producing country by e-mail for verification. The original act is sent to the Russian Federation together with the samples.</p>
<p>Selected samples are sent to the Russian Federation for laboratory testing</p>	
<p>Completion of the inspection</p>	<p>The inspection is considered complete after the confirmation of the compiled act and the list of samples by both sides. Video recording stops.</p>