

Applications for Fruit Crops

General instructions on the submission of samples

Unless agreed otherwise the following applies:

1. The sample has to be accompanied by the following information:

- Species,
- Name of the applicant,
- Provisional designation / breeder's reference,
- CPVO application number,
- Reference of the examination office,
- The statement "On request of the CPVO".

2. The sample has to be submitted without any additional costs for the Community Plant Variety Office and the Examination Office where the test will be carried out (i.e. free of charge, carriage or postage paid, and free of duty). The sender is responsible for all carriage incurred, and for proper delivery for the plant material to the Examination Office, including all the necessary phytosanitary and customs requirements and the inspection fees thereof, and all handling charges. This includes all charges raised at airports and docks "en route".

3. Phytosanitary conditions and pre-treatment:

The material submitted must not have been exposed to any chemical or other treatment affecting the characteristics of the plants unless such treatment has clearly been permitted or is required.

The phytosanitary tests should be carried out on the plant material submitted itself with certain acceptable delay depending on the vegetation; it might be also acceptable to test mother plants; where the phytosanitary tests were carried out on mother plants appropriate measures must be taken and reported to prevent subsequent infection.

- If the requested plant health documentation has not been provided together with the plant material delivered; or
- if it appears at a later stage that the material was not free from viruses and phytoplasma; or
- if the material has been exposed to an undesired treatment;

the examination office reserves the right to destroy the material, the application may be refused.

4. The sample must be appropriately packaged for the type of plant material and the method of transport chosen in order to prevent damage or mixing-up.

5. Each variety must be clearly labelled; if the sample consists of individual plants, each plant should have a separate label.

6. If more than one variety is being sent in the same consignment, the applicant must ensure that each is clearly labelled. Varieties have to be clearly separated and the applicant has to ensure that varieties cannot become mixed in transit.

7. Material for the technical examination must be submitted in the specified period, not before or after.

In case the material cannot be submitted within the required period, several postponement possibilities exist depending on the situation:

- a **short prolongation of the submission period** (of ca. 1 – 2 weeks); it may be granted provided it is acceptable to the examination office and it does not disturb the technical examination process,
- a postponement due to **force majeure situations**, supporting evidence is required,
- a postponement pursuant to the "**Postponement of testing rules**" applicable to a limited number of crops and situations; for more details the rules available on the CPVO website should be consulted and followed when making a request,

- postponement due to **quarantine** when the material is subject to the quarantine and has been already submitted to the quarantine station; a document from the quarantine authority should be provided together with the request; the document should specify the date of release of the material for the technical examination.

In order to benefit from any of the above-mentioned postponement possibilities, the applicants must make a written request to the CPVO at the latest until the end submission date indicated in the plant material request letter. Requests made after that date will be refused. The request should contain justification and or supportive evidence. The CPVO takes a decision on case-by-case basis.

8. Samples must be delivered at the indicated address. Plants must not arrive on a week-end or a public holiday. Plants arriving at the testing station on a Friday or on day before a public holiday must arrive before 12 noon. The examination office should be advised of the day of delivery by e-mail.
9. Samples must be submitted in the requested number. Samples containing less than the requested numbers may be rejected. Plants in excess to the requested number may be destroyed by the testing authority.
10. The sample must be of the size and condition specified in the order, including the designated rootstock where pertinent. All plants must be at the same stage of development.
11. Plant material that has been reproduced by micro-propagation must be sufficiently established, hardened and ready for direct planting in the testing field. Micropropagation must not have any influence on the plants' appearance during the technical examination.
12. Unless requested/agreed otherwise, all potted plants must contain only one plant per pot.
13. Plant material being sent for DUS testing from outside the European Union may face phytosanitary import restrictions. If such restrictions are not compatible with the CPVO's plant material requirements (e.g. bare rooted plants instead of potted plants as requested by the CPVO, etc.), the applicant must contact the CPVO immediately, and before the final date for the submission of plant material. The CPVO may then permit alternatives.

**FAILURE TO COMPLY WITH ALL OF THE ABOVE INSTRUCTIONS
MAY RESULT IN REJECTION OF THE APPLICATION**

Guidance notes:

For vegetatively propagated varieties without a living reference collection at the examination office, the plants will be destroyed at the end of the trial.

Applicants can obtain information about Plant Health regulations from the Plant Health department in their own country and in the country of destination.

It is preferable if the correct plant material of the candidate variety is already inside the European Union in anticipation of sending it to the test station. Plant material being sent directly from outside the European Union to the test station may be subject to quarantine. If plant material of the candidate variety is subject to quarantine, then the technical examination will not be able to commence as scheduled on the date outlined in these instructions for the submission of plant material. It is the applicant's responsibility to inform the CPVO, before the submission date, if plant material is going to go through a quarantine procedure and the specific details of this, in order that the Office may make any necessary modifications to the planning of the technical examination.

Applicants should ensure that, where relevant, they have made all the necessary arrangements for a handling agent to clear their sample through customs, plant health inspections and any other necessary procedures, and send it on to the Examination Office without delay. The Examination Office cannot assist with queries from Customs and phytosanitary authorities or from Freight companies.

Applicants must bear in mind that delays in plant shipments may be expected if samples are sent via regional airports that are less familiar with the necessary procedures or have only part time facilities.

In case of any doubt, please contact the Office before shipment of the sample.

