



St Helena  
Government

## Agriculture and Natural Resources Division

### BIOSECURITY

#### Guidelines for applying for a phytosanitary certificate

These guidelines are applicable to anyone wanting to export fresh produce or plant material of any kind from St Helena, including:

- Fresh produce such as potatoes, fruit and vegetables
- Growing plants, cuttings, tubers, bulbs or seeds for growing or propagation
- Samples for research such as DNA analysis or identification

This is what you need to do:

- **All plant material intended for export** must be clean of soil and other debris, free of all visible signs of pests and diseases, and packaged in new, or clean, strong packaging, with the names of the plant species (common name and scientific) clearly written on the outer packaging.
- If you are planning to export samples of **native or endemic species** of plants for research, you need to present evidence that you have the approval of the Environmental Management Division (EMD) in order to apply for a phytosanitary certificate. This permit is available from EMD at Essex House, Jamestown, and is required before any collection of plant material takes place. Contact details are given at the end.
- **Check the import requirements for the receiving country.** Depending on the country and the plant material you want to export, they may require it to be treated for specific pests, or packed in a certain way. Some countries will also require you to apply for an import licence. This information can usually be found on the website of the Agricultural Department of the destination country. As this can take some time, you are advised to check it out as far in advance of the proposed date of export as possible.
- Contact ANRD for a **phytosanitary certificate application form** and make sure they know of any import health requirements for the importing country.
- Bring the plant material in open packages up to ANRD Biosecurity for **inspection**, together with your completed phytosanitary certificate application form. There is a fee of £6 for the certificate which covers the inspection service and administration costs, for which a bill will be forwarded to you or, if you are a visitor to the island, can be paid at the post office. In the latter case, please attach the receipt for payment to the application form.
- ANRD Biosecurity will **verify the identification** of the plant material, inspect for signs of visible contamination, and if it is a requirement of the importing country, treat the plant material with a plant protection product such as a fungicide or insecticide. Please note that we do not have fumigation facilities, or laboratory facilities to analyse samples for diseases causing organisms.

- The biosecurity inspectors endeavour to inspect plant material and process applications within 1 working day of the ships departure. However, please note that no export inspections are normally possible for two days after the ships' arrival from the Cape due to the priority given by the biosecurity team to inspections of imported fresh produce. You are strongly recommended to **advise ANRD Biosecurity well in advance** if you are planning to export plant material so that an **appointment for inspection** can be booked to everyone's mutual convenience.
- A phytosanitary certificate will only be issued if the material is found to be clean, free from dirt and soil, free from visible signs of pests or diseases, correctly labelled and in appropriate packaging. In the case of samples of native or endemic species, evidence of permission from EMD to collect and export must also be presented. If the produce or samples fail to meet these conditions they may be confiscated. The application charge is not refundable.
- The final step in the process for all exports of plant material is to complete a **Customs Declaration, form CN22**. This is available from the post office (the white form used for all parcels and packages sent in the post). Attach this form to the package.
- Contact details:  
Agriculture and Natural Resources Division, Scotland, St Helena Island STHL 1ZZ  
Tel: +290 24724  
Fax: +290 24603  
Email: Dr Jill Key, Pest Control and Biosecurity Officer [jill-key@enrd.gov.sh](mailto:jill-key@enrd.gov.sh)

Environmental Management Division, Essex House, St Helena Island STHL 1ZZ  
Tel: +290 22270

Email: Isabel Peters, Manager, Environmental Assessment and Advocacy [Isabel-peters@enrd.gov.sh](mailto:Isabel-peters@enrd.gov.sh)