



|  |   |
|--|---|
| <b>PLANT HEALTH DIVISION,<br/>PLANT PRODUCTS DIRECTORATE,<br/>CANADIAN FOOD INSPECTION AGENCY</b><br>59 Camelot Drive<br>Nepean, (Ontario), Canada<br>K1A 0Y9 (Tel: 613-225-2342; FAX: 613-228-6602) | <b>D-01-05</b>  |
|  | <b>EFFECTIVE DATE</b><br><br>October 10, 2003<br>(1 <sup>st</sup> Revision) |
| Title<br><b>The Canadian Wood Packaging Certification Program (CWPCP) for Export</b>   |   |

File

## **SUBJECT:**

This policy directive describes the Canadian Wood Packaging Certification Program (CWPCP); a certification system to allow for the production of export wood packaging.

Wood packaging produced under the specifications of this standard by facilities certified by the CFIA will also meet the phytosanitary measures for the European Union import requirements for softwood wood packaging, effective October 1, 2001.

***This directive is being updated to meet the phytosanitary measures of the International Plant Protection Convention; Guidelines for regulating Wood Packaging in International Trade, ISPM # 15, March 2002***

**Table of Contents**

|   |    |
|---|----|
| Review .....  | 4  |
| Endorsement .....   | 4  |
| Amendment Record .....  | 4  |
| Distribution .....  | 4  |
| Introduction .....  | 4  |
| Scope .....   | 5  |
| References .....  | 5  |
| Definitions, Abbreviations and Acronyms .....   | 6  |
| 1.0 General Requirements .....  | 8  |
| 1.1 Legislative Authority .....   | 8  |
| 1.2 Fees .....  | 8  |
| 1.3 Regulated Pests .....   | 8  |
| 1.4 Regulated Commodities .....   | 9  |
| 1.5 Commodities Exempt .....  | 9  |
| 2.0 Specific Requirements .....   | 9  |
| 2.1 The Standard for Canadian Exports .....   | 9  |
| 2.1.1 Approved Treatment Options .....  | 9  |
| 2.1.1.1 Heat Treated (HT) .....   | 9  |
| 2.1.1.2 Fumigation with methyl bromide .....  | 10 |
| 2.1.2 Treatment Options Under Consideration .....   | 10 |
| 2.1.3 Wood Packaging Certification Stamp .....  | 10 |
| 2.1.3.1 Wood Dunnage .....  | 11 |
| 2.2 Requirements for Participation in the CWPCP .....   | 11 |
| 2.2.1 Administrative Requirements .....   | 11 |
| 2.2.1.1 Eligible Applicants .....   | 11 |
| 2.2.1.2 Heat Treatment Facilities .....   | 12 |
| 2.2.1.3 Fumigation Treatment Facilities .....   | 12 |
| 2.2.1.4 Application for Participation .....   | 12 |
| 2.2.1.5 Submission of a Quality Plan .....  | 12 |
| 2.2.2 Facility Management Responsibility .....  | 12 |
| 2.2.3 Quality Requirements .....  | 13 |
| 2.2.3.1 Wood Packaging Producers .....  | 13 |
| 2.2.3.2 Export Pallet Kits, Ready-to-Assemble Wood Packaging Products<br>and custom cut lumber (off-cuts) ..... | 14 |

|             |  |    |
|-------------|--|----|
| 2.2.3.3     | Records Management   | 15 |
| 2.2.3.4     | Cancellation of Approved Participation in the CWPCP  | 15 |
| 2.2.3.5     | CFIA or CFIA-Approved Inspection Body Responsibilities   | 16 |
| 2.4         | Non-Compliance   | 17 |
| 2.4.1       | Wood Packaging Producer  | 17 |
| 2.4.2       | Canadian Wood Packaging Exporters  | 17 |
| 3.0         | Appendices   | 18 |
| Appendix 1: | List of Significant Pests Eliminated by the Approved Measures, Heat Treatment (HT) and Methyl Bromide (MB) | 19 |
| Appendix 2: | List of countries having implemented IPPC - ISPM # 15  | 20 |
| Appendix 3: | Wood Packaging Certification Mark  | 21 |
| Appendix 4: | Official List of CFIA Approved Heat Treatment Facilities   | 22 |
| Appendix 5: | Methyl Bromide Fumigation Schedule   | 23 |
| Appendix 6: | Official List of CFIA Approved Fumigation Treatment Facilities   | 24 |
| Appendix 7: | Treatments being Considered for Approval   | 25 |
| Appendix 8: | CWPCP Application Form   | 26 |
| Appendix 9: | List of CFIA Approved Wood Packaging Producers   | 28 |

**Review**

This directive shall be reviewed every 2 years or unless otherwise needed. The next review date for this directive is anticipated for October 10, 2005. The contact for this directive is Joanne Rousson. For further information or clarification, please contact the CFIA Forestry Section.

**Endorsement**

Approved by:

|   |
|---|
| <hr/> <p>Director<br/>Plant Health Division</p> |
|---|

**Amendment Record**

Amendments to this directive shall be dated and distributed as outlined in the distribution below.

**Distribution**

1. Directive mail list (Regions, PHRA, USDA)
2. Provincial Government, Industry (via Regions)
3. National Industry Organizations (determined by Author)
4. CWPCP Listserv
5. CWPCP Working Group
6. Internet

**Introduction**

Wood packaging is essential for trade and the movement and protection of cargo and containerized goods. Wood packaging can accompany any article and represents a large group of products such as pallets, dunnage, boxes, crating, packaging blocks, drums, cases, load boards, pallet collars, and skids. Historically, these products were commonly produced from non-manufactured wood which lacked sufficient processing or treatment to remove or eradicate pests present in the raw wood.

Canadian pest interception records have demonstrated that a large variety of pests can be transported with wood packaging and in many circumstances the pests have been able to survive. The Canadian pest risk assessment (PRA) for the import of wood packaging has scientifically identified wood packaging as a significant pathway for the movement of quarantine insects and diseases of plants and trees.

Despite the development of a variety of import requirements for wood packaging, pests continue to move throughout the world on wood packaging. It is believed that the introduction of several invasive exotic pests: Asian long-horned beetle, brown spruce long-horned beetle, emerald ash borer and the pine shoot beetle, into North America is related directly to the movement of wood packaging from other areas of the world. As global trade continues, every importing country is at risk from the introduction of wood pests.

In March of 2002, the International Plant Protection Convention (IPPC) adopted a wood packaging standard; Guidelines for Regulating Wood Packaging in International Trade, (ISPM # 15). This standard recognizes the plant health risks associated with wood packaging and outlines approved phytosanitary measures. To target the plant health risk associated with wood packaging, the international phytosanitary community has concluded that all wood packaging should be treated. To facilitate trade, treated wood packaging should be marked in a manner to identify the approved treatment and to provide traceability to the country of origin and the producing facility.

The CWPCP is a regulatory certification system that allows Canadian wood packaging producers and treatment facilities to build wood packaging products that meet internationally accepted phytosanitary standards. The final product will be stamped with a Canadian wood packaging certification mark. This mark will be unique to each certified producer and will replace the need for phytosanitary documentation or other paper related certification documents.

It will still be important to reference the specific import requirements of a foreign country as they may have additional requirements.

**Scope** This directive is intended for the use by Canadian wood packaging facilities, custom brokers, freight forwarders, export product producers, CFIA inspection staff and any CFIA approved Verification Body and sets forth the necessary requirements and inspection procedures for the certification of wood packaging used in the transport of consignments for export.

**References** Glossary of Phytosanitary Terms, Publication No. 5, FAO, October 2002.

ISO Guide 8402, Quality Systems Terminology.

ISPM#15, Guidelines for regulating wood packaging in international trade, FAO, March 2002.

**Definitions, Abbreviations and Acronyms**

|   |  |
|---|--|
| <b>Bark -</b>                                 | The part of the outer layer of a woody plant, not including the vascular cambium, which has the potential to harbour pests.  |
| <b>Bark-free wood -</b>                       | Wood from which all bark, excluding the vascular cambium, ingrown bark from all knots and bark pockets between rings of annual growth has been removed.  |
| <b>CWPCP</b>                                  | Canadian Wood Packaging Certification Program  |
| <b>CFIA</b>                                   | Canadian Food Inspection Agency  |
| <b>Certified Facility -</b>                   | A producer of wood packaging that has applied and has been approved by a program officer of the CFIA to participate in the Canadian Wood Packaging Certification Program.  |
| <b>Chemical Pressure Impregnation (CPI) -</b> | Treatment of wood with a chemical preservative through a process of pressure in accordance with an officially recognized technical specification.  |
| <b>Commodity</b>                              | A type of plant, plant product, or other article being moved for trade or other purpose.   |
| <b>Consignment</b>                            | A quantity of plants, plant products and/or other articles being moved from one country to another and covered, when required, by a single phytosanitary certificate (a consignment may be composed of one or more commodities or lots). |
| <b>Debarking -</b>                            | Removal of bark from round wood (debarking does not necessarily make the wood bark-free).  |
| <b>Dunnage (D) -</b>                          | Wood packaging used to brace or support a consignment but which is not part of the consignment.  |
| <b>Facility -</b>                             | Under the CWPCP, refers to either a wood packaging producers, a fumigation facility or an HT treatment facility.   |
| <b>Fumigation -</b>                           | Treatment with a chemical agent that reaches the commodity wholly or primarily in a gaseous state.   |
| <b>Heat Treatment -</b>                       | The process in which a commodity is heated until it reaches a minimum temperature for a minimum period of time, according to an officially recognized technical specification.   |

|   |   |
|---|---|
| <b>Kiln-drying (KD)-</b>                      | A process in which wood is dried in a closed chamber using heat and/or humidity control to achieve a required moisture content.   |
| <b>MB</b>                                     | Methyl bromide.   |
| <b>Manufactured Wood Packaging Material -</b> | Wood packaging that is comprised wholly of wood-based products such as plywood, particle board, oriented strand board, veneer, wood wool, etc., which has been created using glue, heat and pressure or a combination thereof .                                     |
| <b>Mark (stamp) -</b>                         | An official stamp or brand, internationally recognized, applied to a regulated article to attest its phytosanitary status.  |
| <b>Pest Risk Analysis (PRA) -</b>             | The process of evaluating biological or other scientific and economic evidence to determine whether a pest should be regulated and the strength of any phytosanitary measures to be taken against it.   |
| <b>Phytosanitary Measure -</b>                | Any legislation, regulation or official procedure having the purpose to prevent the introduction and/or spread of quarantine pests, or to limit the economic impact of regulated non-quarantine pests.  |
| <b>Processed Wood Material -</b>              | Products that are of a wood constructed composite using glue, heat, and pressure, or any combination thereof.   |
| <b>Producer -</b>                             | A person(s) who owns or operates a facility producing wood packaging that is to be or may be exported. A producer may produce wood packaging for export at their own facility or may export wood packaging produced at other facilities approved under the program. |
| <b>Quality Manual -</b>                       | A facility's detailed operational manual which specifies measures to be used to meet a prescribed standard.   |
| <b>Quality Evaluation -</b>                   | A systematic examination to the extent of which an entity is capable of fulfilling the requirements of the CWPCP.   |
| <b>Quarantine Pest -</b>                      | A pest of potential economic importance to an area endangered thereby but not yet present there, or present but not widely distributed and is being officially controlled.  |
| <b>Raw Wood -</b>                             | Wood which has not undergone processing or treatment.   |

|                                  |   |
|----------------------------------|---|
| <b>Systems Inspection -</b>      | A review of the organizational structure, procedures, processes and resources used in implementing the certification program in a certified facility.   |
| <b>Treatment -</b>               | An officially approved and authorized procedure for the eradication, removal or rendering infertile of pests.   |
| <b>Treatment Facility -</b>      | An officially authorized facility where recognized phytosanitary wood treatments are performed (i.e., within the content of this directive examples include: KD-HT, HT, methyl bromide fumigation, CPI.). |
| <b>Verification Body -</b>       | An organization, company or person approved and recognized by the CFIA to carry out audits as prescribed in the CWPCP.  |
| <b>Wood -</b>                    | A commodity class for round wood, sawn wood, wood chips or dunnage, with or without bark.   |
| <b>Wood Packaging Material -</b> | Wood or wood products (excluding paper products) used in supporting, protecting or carrying a consignment (includes dunnage)  |
| <b>Wood Packaging Stamp-</b>     | A CFIA-recognized mark containing a unique facility number, country code and logo which is to be applied to wood packaging by the certified facility in accordance with the CWPCP.                        |

## 1.0 General Requirements

### 1.1 Legislative Authority

*The Plant Protection Act, s.c. 1990, c.22*

*The Plant Protection Regulations, SOR/95-212*

*Canadian Food Inspection Agency Act ( 1997, c. 6 )*

*Canadian Food Inspection Agency Fees Notice, Canada Gazette, Part 1 (05/13/2000)*

*Agriculture and Agri-Food Administrative Monetary Penalties Act, (1995, c. 40 )*

*Agriculture and Agri-Food Administrative Monetary Penalties Regulations, (SOR/2000-187)*

### 1.2 Fees

The CFIA will be charging fees in accordance with the *Canadian Food Inspection Agency Fees Notice*. Exporters requiring more information on fee schedules may contact any CFIA local offices or visit our web site at </english/toce.shtml>.



### **1.3 Regulated Pests**

Wood packaging is a pathway for the movement of a number of serious pests to trees and shrubs. A list of regulated pests has been developed within the ISPM # 15 and is provided in Appendix 1.

### **1.4 Regulated Commodities**

All non-manufactured wood packaging and loose wood dunnage constructed from coniferous (softwood) and non-coniferous (hardwood) wood or combinations thereof to be exported from Canada to countries having implemented the import requirements of ISPM #. 15 (Appendix 2).

### **1.5 Commodities Exempt**

Wood packaging or loose wood dunnage produced wholly (100%) from manufactured wood are not subject to the requirements of this policy. Some countries may have additional phytosanitary requirements for the import of manufactured wood. Please contact a local office of the CFIA for more specific information on a country's import requirements.

## **2.0 Specific Requirements**

### **2.1 The Standard for Canadian Exports of Wood Packaging and Dunnage.**

#### **2.1.1 Approved Treatment Options**

Presently, heat treatment and methyl bromide fumigation have been accepted internationally as approved measures under IPPC ISPM #.15 and by the CFIA as approved measures in mitigating pest risks associated with wood packaging. Wood packaging subjected to approved measures by a facility approved by the CFIA or its approved Verification Body and displaying a wood packaging certification mark as specified in appendix 3, should be accepted by all NPPOs as the basis for authorizing entry. Some NPPOs may establish additional requirements where it has been scientifically justified through application of internationally recognized criteria.

##### **2.1.1.1 Heat Treated (HT)**

For this treatment option, wood packaging material should be heated in accordance with a specific time-temperature schedule that achieves a minimum wood core temperature of 56°C for a minimum of 30 minutes.

The heat treatment must occur at a facility approved by the CFIA and operating under the Canadian Heat Treated Forest Products Certification Program (CHTFPCP).

The official list of all CFIA approved heat treatment facilities (appendix 4) is maintained on the CFIA forestry web site at [www.inspection.gc.ca](http://www.inspection.gc.ca)

Kiln-drying (KD), chemical pressure impregnation (CPI), thermal water bath or other treatments may be considered HT treatments to the extent that these treatments meet HT specifications as stated above.

Each piece of Canadian heat treated wood received by a certified wood packaging producer for the construction of export wood packaging must be from a registered heat treatment facility and must be in accordance to the Canadian Heat Treated Forest Products Certification Program (CHTFPCP).

Each piece of United States heat treated wood received by a Canadian certified wood packaging producer for the construction of export wood packaging must be marked (stamped) in accordance to the official USDA Animal Plant Health Inspection Service (as administered by the American Lumber Standards Committee (ALSC)) wood packaging program.

#### **2.1.1.2 Fumigation with methyl bromide.**

For this treatment option, wood packaging products must be fumigated with methyl bromide (MB) according to the methyl bromide schedule described in Appendix 5.

The fumigation treatment must occur at a facility approved by the CFIA and operating under the Canadian Certification Program for Pesticide Use in Plant Protection. The official list of all CFIA approved fumigation treatment facilities (Appendix 6) is maintained on the CFIA forestry web site at [www.inspection.gc.ca](http://www.inspection.gc.ca)

Each piece of Canadian fumigated wood used in the construction of export wood packaging must be from a certified fumigation facility and in accordance to the Canadian Certification Program for Pesticide Use in Plant Protection.

#### **2.1.2 Treatment Options Under Consideration**

Several other treatment options are being evaluated by the international scientific community (Appendix 7). When new treatment options are endorsed for use by the IPPC or by importing countries, the CFIA will add these options to the CWPCP.

### **2.1.3 Wood Packaging Certification Stamp**

Once a facility has been certified by the CFIA or its approved Verification Body under the CWPCP, a unique facility certification number will be assigned to the facility by the CFIA. This number will become part of their wood packaging certification mark (Appendix 3). Each mark is unique to each certified wood packaging facility or a wood packaging treatment facility.

The wood packaging certification mark must be legible, permanent and placed in a visible location on a minimum of two opposite sides of the article being certified. The ink colours of red or orange must not be used on the stamp. The wood packaging certification mark should be black.

The wood packaging certification mark may be stamped, labelled or branded to the wood packaging. Tags are not permitted.

The wood packaging certification mark is non-transferable and ultimately provides traceability to the producer and the location where the treatment occurred. One facility certification number will be issued to each facility location. If a certified facility is sold, operates under new management, or operates under a new corporation number (registration number) the facility must reapply for participation under the CWPCP.

#### **2.1.3.1 Wood Dunnage**

All wood produced for use as export dunnage should be marked by an approved wood packaging producers or a wood packaging treatment facility with a wood packaging certification mark containing the letter “D” which designates dunnage (Appendix 3) as specified in Appendix 3: Wood Packaging Certification Mark.

## **2.2 Requirements for Participation in the CWPCP**

### **2.2.1 Administrative Requirements**

#### **2.2.1.1 Eligible Applicants**

Eligible applicants must be located in Canada and include;

- wood packaging producers
- wood packaging treatment facilities

Wood packaging treatment facilities (heat treatment and fumigation facilities) maybe certified under the CWPCP to treat wood packaging in an approved manner and to apply a wood packaging certification mark.

Once approved, the treatment facility will be issued a facility certification number. Wood packaging material subjected to approved treatment by the certified treatment facility must display a wood packaging certification mark, as specified in appendix 3.

#### **2.2.1.2 Heat Treatment Facilities**

Only heat treatment facilities approved under the Canadian Heat Treated Forest Products Certification Program (CHTFPCP) will be recognized by the CFIA or its approved Verification Body.

#### **2.2.1.3 Fumigation Treatment Facilities**

Only fumigation treatment facilities approved under the Canadian Certification Program for Pesticide use in Plant Protection will be recognized by the CFIA or its approved Verification Body may be approved under the CWPCP.

#### **2.2.1.4 Application for Participation**

An application form must be completed and signed by the certified facility, wood packaging producer or wood packaging treatment facility. By signing the application form, the facility agrees to comply with the terms and conditions of the Canadian Wood Packaging Certification Program (CWPCP) for Export. A copy of the application form is attached as Appendix 8. The completed form shall be submitted to a local office of the CFIA.

#### **2.2.1.5 Submission of a Quality Manual**

Each applicant must submit a Quality Manual together with their application to a local CFIA office. The Quality Manual must clearly detail how the facility will meet the conditions of the CWPCP.

The Quality Manual will be evaluated by the CFIA and/or an approved CFIA Verification Body to ensure that it contains all essential elements and meets the phytosanitary requirements of this standard. Once the Quality Manual has been approved, the CFIA and/or an approved CFIA Verification Body will conduct an inspection (referred to as a quality evaluation) of the facility to ensure that the facility and staff are operating under the conditions and elements of their Quality Manual and meeting the phytosanitary requirements of this standard.

## **2.2.2 Facility Management Responsibility**

A certified facility is responsible for the employment and training of sufficient and competent staff to carry out the requirements of this program. All staff members in the certified facility responsible for quality control activities or involved in the production or treatment of wood packaging for use in export shipments must be aware of the phytosanitary requirements and be appropriately trained in all functions specific to this program.

A certified facility is responsible for identifying a facility employee to provide assistance to CFIA and/or an approved CFIA Verification Body for the purpose of carrying out inspections. This employee must fully understand the quality processes of the facility and how the facility must consistently comply with the phytosanitary requirements. Should this employee be unavailable or cease to be employed by the facility, the facility must provide a competent replacement.

## **2.2.3 Quality Requirements**

A certified facility must have a quality assurance program as detailed in the Quality Manual that assures consistent compliance with the phytosanitary requirements of this standard. The quality assurance program may be one that has been established or recommended by the CFIA or by industry, or it may be one specifically developed by the certified facility. The procedures to be followed in the program must be documented in the facility's quality plan and made available for review to CFIA and/or an approved CFIA Verification Body.

### **2.2.3.1 Wood Packaging Producers**

#### **2.2.3.1.1 Obtaining Certified Wood and Lumber to Construct Certified Wood Packaging Products.**

The Quality Manual must specify the sources of wood being supplied to the facility. Wood used in the construction of new wood packaging that is intended to be used in export consignments must be obtained from either an approved heat treatment facility or an approved fumigation facility as specified in section 2.1.1.

Wood intended for export, must meet the conditions of the importing country and must be segregated from all lots that are not of a similar plant health status (e.g. wood for a domestic market, countries not requiring treatment, etc.). The segregation may include a physical barrier between lots, identification marks on lots or a distance separation between lots. The facility must specify in their quality manual a process for verifying that separation between treated and non-treated wood is consistently maintained and that the system of wood segregation is clearly known by facility employees.

#### **2.2.3.1.2 Recycled Wood Packaging**

All wood packaging that bears the official wood packaging certification mark from Canada or another country and has been constructed under the specifications of IPPC- ISPM #. 15, may be re-exported from Canada.

It is the obligation of the Canadian exporter to ensure that recycled wood packaging meets the import requirements of IPPC - ISPM # 15 and the foreign destination.

#### **2.2.3.1.3 Repair and Re-manufacture of Previously Certified Wood Packaging**

All recycled wood packaging intended for export must be re-certified under an approved program after repair or reconstruction. The final wood packaging product must be re-marked by the approved wood packaging producer or by the approved treatment facility. All other wood packaging certification marks must be obliterated or removed.

#### **2.2.3.1.4 Certification of Domestic Wood Packaging.**

Wood packaging that was constructed for domestic use within Canada may be certified for export provided the wood has been subjected to an approved treatment program by a treatment facility (fumigation or heat treatment) approved by the CFIA and/ or approved Verification Body.

Wood packaging material subjected to one of the approved treatment programs must display a wood packaging certification mark from the certified treatment facility conducting the treatment.

#### **2.2.3.2 Export Pallet Kits, Ready-to-Assemble Wood Packaging Products and custom cut lumber (off-cuts).**

##### **2.2.3.2.1 Canadian Domestic Markets**

Facilities producing export pallet kits and ready-to-assemble wood packaging products must be certified under the CWPCP.

Pallets kits and ready-to-assemble products may be sold to and assembled by Canadian exporters. The wood packaging products must display the wood packaging certification mark of the certified facility. The phytosanitary responsibility will remain with the certified wood packaging producer.

The Quality Manual of the certified facility must define the process delivery regarding construction of pallet kits and ready-to-assemble products, including the source of certified wood and/or the treatment facility. Facility documents must identify the sales of all pallet kits and ready-to-assemble wood packaging products.

Alternatively, Canadian exporters may be certified under the CWPCP and upon approval will be issued a facility certification number.

#### **2.2.3.2.2 Pallet Kits and Ready-to-Assemble Wood Packaging Export Commodities.**

Certified wood packaging producers may be approved to construct pallet kits and ready-to-assemble wood packaging products as an export commodity destined for foreign countries. Certified wood packaging producers **will not** be permitted to display their wood packaging certification mark on any products that require assembly in a foreign country. Pallet kits and ready-to-assemble wood packaging products will only be permitted delivery under a bilateral agreement, as permitted under IPPC- ISPM #15, between the importing and exporting NPPOs.

#### **2.2.3.2.3 The domestic movement of custom cut lumber.**

A certified wood packaging producer is permitted under the CWPCP to custom cut certified lumber for the purposes of selling or re-distributing the custom cut lumber directly to another wood packaging facility operating under the CWPCP for the purpose of constructing certified wood packaging for export.

The Quality Manual of the source wood packaging facility must define the process of producing custom-off cuts, segregation of custom off-cuts, identification of custom off-cuts and delivery of the product and invoicing of the product

As specified in section 2.2.3.1.1 (Obtaining Certified Wood and Lumber to Construct Certified Wood Packaging Products), the Quality Manual of the receiving wood packaging facility must specify the sources of wood, lumber and custom cut lumber being supplied to the facility.

#### **2.2.3.3 Records Management**

The certified facility must maintain all records pertaining to the quality system for a minimum of two (2) years. The facility must have an approved copy of the Quality Manual and sufficient current versions of this policy available for use by all employees. Alteration, amendment or correction of the Quality Manual must be submitted to the CFIA or to a CFIA-approved Verification Body for approval prior to implementation of the change at the certified facility. A record of approval must be maintained by the facility.

#### **2.2.3.4 Cancellation of Approved Participation in the CWPCP**

If a certified facility is permanently removed from the program, resold, operating under new managements, operating under a new Certificate of Registration and Registration Number or voluntarily withdraws from the CWPCP, their facility number shall be cancelled from use and removed from the CFIA list of approved wood packaging producers or the CFIA list of approved wood packaging treatment facilities. A facility certification number must not be re-used.

#### **2.2.3.5 CFIA or CFIA-Approved Verification Body Responsibilities**

Upon receipt of the required application form and the facility's Quality Manual, the CFIA or CFIA approved Verification Body shall:

- review the facility's application.
- review the facility's Quality Manual to ensure that it meets the conditions specified in this directive.
- conduct an inspection based on the phytosanitary standards of this policy and the procedures contained within the CFIA Wood Packaging Certification Manual to verify that the facility possesses sufficient resources and conducts its operations as per the specifications outlined in the facility's Quality Manual.
- provide the wood packaging producers with an updated CFIA list of approved treatment facilities. This list will be maintained on the CFIA website: [www.inspection.gc.ca](http://www.inspection.gc.ca).

Upon verification that the facility is capable of successfully meeting the requirements of this directive, the CFIA shall:

- issue the wood packaging producer or treatment facility a specific facility certification number and the appropriate stamp contents and specifications (appendix 3).
- approve the use of the facility's wood packaging certification mark by adding the certified facility to the official CFIA list of approved wood packaging producers.

CFIA or a CFIA approved Verification Body will inspect certified wood packaging producers or treatment facilities at a frequency of one (1) inspection per quarter (minimum) during the program's initial year of administration. The CFIA will re-evaluate the frequency of inspection following this transition period and establish an on-going inspection frequency. Facilities maintaining an on-going compliance record will have the frequency of inspections reduced.



Upon the identification of a non-compliance, the CFIA or CFIA approved Verification Body will provide a written report to the certified facility of the non-compliance. Corrective actions will be ordered and follow-up inspections carried out where warranted. Facilities are responsible for ensuring that corrective actions are carried out within the time periods prescribed or face further enforcement actions, including revocation from the program.

## **2.4 Non-Compliance**

### **2.4.1 Wood Packaging Producer**

Inspections which reveal that a certified wood packaging producer or treatment facility is not in compliance with the terms of this directive shall result in the facility either having its certification status revoked or the inspection frequency increased. The CFIA program officer shall notify the certified facility in writing of this action. Under the terms of the Application for Certification in the CWPCP, if the status of the facility is suspended, the facility must immediately terminate all usage of the CFIA approved certified wood packaging mark, and the stamp shall be returned to the CFIA.

A suspended wood packaging producer or treatment facility may re-apply for CWPCP recognition once it has completed all corrective actions necessary to the satisfaction of the CFIA and/ or Verification Body to prevent a recurrence of the non-conformity(ies). The facility must re-submit a Quality Manual and a detailed report of corrective actions taken. The CFIA or CFIA approved Verification Body conduct a re-evaluation of the facility to determine if the necessary corrective actions were sufficient. A new increased inspection frequency shall be assigned to the facility. Once the facility has demonstrated on-going compliance with the standards of the program satisfactory to CFIA and/ or Verification Body, the facility shall return to the normal inspection frequency.

### **2.4.2 Canadian Wood Packaging Exporters**

Export shipments of wood packaging must meet the requirements of the import country. Failure to meet the phytosanitary import requirements of a foreign importing country is also a violation of Canadian law, specifically, the *Plant Protection Regulations*, and will lead to possible enforcement actions by the CFIA.

The interception of non-compliant wood packaging by a foreign government, may result in enforcement action by the foreign government. Non-compliant material will likely lead to delays in product delivery, treatment or disposal of non-compliant wood packaging including related costs.

### **3.0 Appendices**

- Appendix 1: List of Significant Pests Eliminated by the Approved Measures, Heat Treatment (HT) and Methyl Bromide (MB)
- Appendix 2: List of countries having implemented IPPC - ISPM # 15
- Appendix 3: Wood Packaging Certification Mark
- Appendix 4: Official List of CFIA Approved Heat Treatment Facilities
- Appendix 5: Methyl Bromide Fumigation Schedule
- Appendix 6: Official List of CFIA Approved Fumigation Treatment Facilities
- Appendix 7: Treatments being Considered for Approval
- Appendix 8: CWPCP Application Form
- Appendix 9: List of CFIA Approved Wood Packaging Producers

### List of Pests Targeted by the Approved Measures

Members of the following pest groups known to be associated with wood and normally are eliminated by Heat Treatment (HT) (Section 2.1.1.1) and Methyl bromide (MB) (Appendix 9) when used in accordance with the specifications identified within the policy.

#### Insects

|               |                     |   |                     |
|---------------|---------------------|---|---------------------|
| Anobiidae     | <i>Bostrichidae</i> | <i>Buprestidae</i>                        | <i>Cerambycidae</i> |
| Curculionidae | <i>Isoptera</i>     | <i>Lyctidae</i> *                         | <i>Oedemeridae</i>  |
| Scolytidae    | <i>Siricidae</i>    | * with some exceptions for Heat Treatment |                     |

#### Nematodes

*Bursaphelenchus xylophilus*

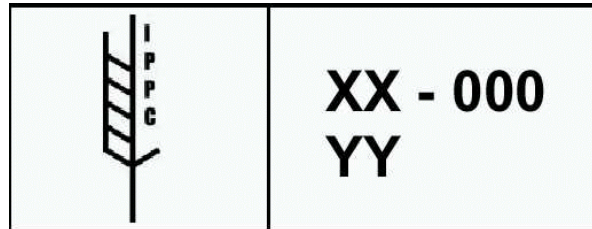
**List of Countries Having Implemented IPPC-ISPM # 15**

The following countries have indicated, through official World Trade Organization Notification that they have approved the standards with the International Plant Protection Convention ISPM #15, Guideline for the Regulating Wood Packaging Materials in International Trade, March 2002.

<http://www.ippc.int/IPP/En/default.htm>

## WOOD PACKAGING CERTIFICATION MARK

The marks shown below shall certify that the wood packaging and loose wood dunnage material or articles which bears these marks have been subjected to approved measures as described in the CFIA Policy directive D-01-05, The Canadian Wood Packaging Certification Program (CWPCP).



The mark must include:

- IPPC certification symbol
- XX: represents the two letter ISO country code, **CA** for Canada
- 000: is a specific certification number issued by the CFIA to a facility upon certification.
- YY: is the treatment abbreviation
  - **HT** is the code for heat treatment to a minimum of 56<sup>0</sup> C for a minimum of 30 minutes.
  - **MB** is the code for methyl bromide fumigation
  - **D** is the designation for dunnage; D- HT or D- MB.

The Wood Packaging Certification Mark may only be applied by wood packaging producers or treatment facilities approved by the CFIA and operating under the CWPCP.

The mark must be:

- legible
- permanent and not transferable
- placed in a visible location and on at least 2 opposite sides of the article being certified

The mark should be black in color. The colors RED and ORANGE MUST NOT be used.

## **List of CFIA Approved Heat Treatment Facilities**

A current list of CFIA approved Heat Treatment Facilities can be obtained from a local CFIA Office or on the CFIA website at:

<http://www.inspection.gc.ca/english/plaveg/for/cwpc/kdhte.shtml>

## Methyl Bromide fumigation for wood packaging material

### Methyl bromide

Canada is a signatory of The Montreal Protocol on Substances that Deplete the Ozone Layer (1992) agreeing to the reduction and eventual phase-out of methyl bromide use. The CFIA encourages exporters to use methyl bromide recovery systems and investigate the use of methyl bromide alternatives.

In-transit fumigation is not permitted.

The **minimum** commodity temperature must not be less than 10 °C prior to fumigation with methyl bromide and the exposure time should be 16 hours.

The wood packaging material must be fumigated with methyl bromide by a facility approved by the CFIA and operating under the Canadian Certification Program for Pesticide Use in Plant Protection. The treatment is indicated by the letters MB. The minimum standard for methyl bromide fumigation treatment for wood packaging is as follows:

| Average Commodity Temperature | General Rate<br>grams/ m <sup>3</sup> | Exposure (hours) |
|-------------------------------|---------------------------------------|------------------|
| 21 °C and above               | 48                                    | 16               |
| 16 °C - 20.9 °C               | 56                                    | 16               |
| 10 °C- 15.9 °C                | 64                                    | 16               |

## **List of CFIA Approved Fumigation Facilities**

A current list of CFIA approved Fumigation Facilities can be obtained from a local CFIA Office or on the CFIA website at: </english/toce.shtml>. When the program is available, approved facilities will be listed here.



**Measures being considered for approval under the IPPC - ISPM # 15**

Treatments being considered and which may be approved when appropriate data becomes available, include but are not limited to:

|  |   |
|--|---|
| <b>Fumigation</b><br>Phosphine<br>Sulfuryl fluoride<br>Carbonyl sulphide   | <b>Irradiation</b><br>Gamma radiation<br>X- rays<br>Microwaves<br>Infra- Red<br>Electronic beam treatment |
| <b>Chemical Pressure Impregnation</b><br>High-pressure/ vacuum process<br>Double vacuum process<br>Hot and cold open tank process<br>Sap displacement method | <b>Controlled Atmosphere</b>  |

**APPLICATION  
CANADIAN WOOD PACKAGING CERTIFICATION PROGRAM (CWPCP)**

**Name of Facility:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone No.:** \_\_\_\_\_ **Fax No.:** \_\_\_\_\_

**The Applicant is a:**      **Wood Packaging Producer:**    ☐                      **Treatment Facility:**    ☐

**Size of facility:** \_\_\_\_\_

**Name of Authorized Employee (s):** \_\_\_\_\_

Conditions for production or sale of wood packaging and/or loose wood dunnage under the Canadian Wood Packaging Certification Program:

1. The applicant and facility agree to comply with the terms and conditions of the Canadian Wood Packaging Certification Program.
2. Facilities certified in the CWPCP must meet the foreign phytosanitary import requirements and the conditions specified in the Canadian Food Inspection Agency directive D-01-05.
3. The certified facility must have a documented Quality Manual. The Quality Manual and application for certification in the Canadian Wood Packaging Certification Program must be submitted to a local CFIA office for registration.
4. Where the producer is using treated wood to construct wood packaging, the Quality Manual must include: ensuring that wood intended for use in export shipments is sourced from the Canadian Food Inspection Agency approved treatment facilities, that segregation of treated and non-treated wood is maintained and that segregation systems are inspected.
5. Where the producer is initially constructing untreated wood packaging for the purposes of treating the finished wood product, the Quality Manual must include: ensuring that the finished product is treated in a Canadian Food Inspection Agency approved treatment facility, that segregation of unmarked treated wood packaging and non treated wood packaging is maintained and that segregation systems are inspected.
6. Records of wood packaging and/or loose wood dunnage produced under the CWPCP must be retained at the certified facility for at least two years after production. Certified facilities exporting packaging material from other certified sources must maintain a list of all suppliers providing products for export.
7. Wood packaging certification stamp as authorized by Canadian Food Inspection Agency must be

applied to wood packaging and/or loose wood dunnage as prescribed in the Canadian Food Inspection Agency Directive D-01-05. Upon termination of this agreement, the facility must immediately terminate all usage of the Canadian Food Inspection Agency certified wood packaging stamp, and the stamp returned to the Canadian Food Inspection Agency.

8. The certified facility must agree to have the company's name listed on CFIA's Approved Wood Packaging Producers List which shall be posted on CFIA's web-site .

I, \_\_\_\_\_ the owner/person in possession, care, or control of the above named facility have read and understood all the conditions and obligations stated herein by which I may export under the Canadian Wood Packaging Certification Program.

Further, I am and shall be responsible for and shall indemnify and save harmless Her Majesty the Queen in Right of Canada, including the Canadian Food Inspection Agency, Her Officers, Servants, Employees, Successors and Assigns, from and against all manners of actions, causes of action, claims, demands, loss, costs, damages, actions or other proceedings by whomsoever made, sustained, brought or prosecuted in any manner based upon, caused by, arising out of, attributable to or with respect to any failure, inadvertent or otherwise, by act or omission, to fully comply with the said conditions and requirements.

**Dated** \_\_\_\_\_ **at** \_\_\_\_\_, **Province of** \_\_\_\_\_

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Name of Applicant**

Quality manual Approved by:

\_\_\_\_\_  
CFIA/CFIA Approved  
Verification Body

\_\_\_\_\_  
CFIA/CFIA Approved  
Verification Body

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Quality Evaluation Completed and Facility Recommended for Approval by:

\_\_\_\_\_  
CFIA/CFIA Approved  
Verification Body

\_\_\_\_\_  
CFIA/CFIA Approved  
Verification Body

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Approved for Participation in the Canadian Wood Packaging Certification Program:

\_\_\_\_\_  
Program Officer  
Canadian Food Inspection Agency

\_\_\_\_\_  
Program Officer  
Canadian Food Inspection Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

**Appendix 9**

## **List of CFIA Approved Wood Packaging Producers**

A current list of CFIA approved Wood Packaging Producers can be obtained from a local CFIA Office or on the CFIA website at: [www.inspection.gc.ca/english/plaveg/for/cwpc/appe.shtml](http://www.inspection.gc.ca/english/plaveg/for/cwpc/appe.shtml)