



## **Voluntary Apiary Pre-Inspection Program Inspection Protocols July 2018**

### **North Dakota State Department of Agriculture (NDDA) Responsibilities:**

- 1) Provide a thorough explanation of the program requirements, including the difference between shipping to counties that will accept Small Hive Beetle (SHB) and those that will not, to shippers requesting to participate in the program. Note: A listing of California counties and their policies regarding SHB may be found at:  
<https://www.cdfa.ca.gov/plant/pollinators/docs/CountySmallHiveBeetlePolicy.pdf>
- 2) Obtain a signed copy of the program compliance agreements from shippers participating in the program.
- 3) Arrange scheduling of inspections prior to CDFA staff arriving in North Dakota.
- 4) Provide a master list of shippers participating in the program, and copies of all signed compliance agreements, to CDFA staff upon arrival in North Dakota.
- 5) For all hives and pallets destined to a California county that does not accept SHB, conduct an inspection of the hive body and frames per protocols established by NDDA for SHB no more than 60 days prior to being placed in an enclosed storage facility or shipment to California.

### **California Department of Food and Agriculture (CDFA) Responsibilities:**

- 1) Ensure compliance agreement has been signed by the shipper.
- 2) Inspect staging area for active insect infestations and noxious weeds.
- 3) Visually inspect the exterior of a representative sample (approximately 20-25%) of all colonies and pallets to be certified—only colonies on site at the time of inspection will be certified.
- 4) Determine required action or mitigation measures regarding pest finds and communicate to shipper.
- 5) Issue certificates and tracking log for pest-free colonies to shipper.

**Pest Finds:**

- 1) If active insect infestations or noxious weeds are found in the staging area and, in the opinion of the inspector, the pests are likely to infest the colonies or be loaded with colonies for shipment, the colonies in the staging area will not be eligible for certification under this program unless the pest risk is mitigated or the colonies are moved to an alternate pest-free staging area.
- 2) If pests are found on colonies, the colonies and pallets must be physically separated and safeguarding measures must be implemented to safeguard adjacent colonies from contamination. Pest-infested colonies shall be clearly demarcated indicating they do not qualify for certification under this program.
- 3) If, in the certifying official's opinion, the pest risk of infested hives can be removed, infested colonies may be cleaned and reinspected for inclusion in this program.

**Certificates/Tracking Log:**

- 1) After inspection, the certifying official will issue certificates and tracking log for colonies on which no pests were found.
- 2) At the time of inspection, the certifying official will complete:
  - Compliance agreement number.
  - Total Colonies Certified
  - Shipper
  - Inspection Site
  - Date of Inspection
  - Certifying Official (Signature)
- 3) Shippers shall make photocopies of original certificate to accompany each shipment destined to California under this program.
- 4) At the time of shipment, the shipper shall complete:
  - Certificate Number (certificate numbers shall be sequential starting at 001)
  - Colonies in this Shipment
  - Date of Shipment
  - Loading Site (if the bees have been moved to an approved alternate storage/loading area – see below).
- 5) The shipper shall complete the tracking log for each certificate issued.
- 6) After all certified colonies have been shipped to California, the shipper shall mail all original tracking logs to CDFA Headquarters for reconciliation.

**Definitions:**

**Certifying Official:** CDFA or NDDA staff tasked with inspecting bee colonies and issuing certification under this program.

**Pest:** Any live or viable organism other than honeybees.

**Staging area:** Site where bees are inspected and kept after certification until loaded and shipped to California.