

# Minimum facilities at ports

Requirements for inspecting consignments of controlled timber and wood packaging material





## Plant Health Guide

# Minimum facilities at ports

© Crown Copyright 2018

You may re-use this information (not including logos or material that is copyright of a third party) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, visit: [www.nationalarchives.gov.uk/doc/open-government-licence/version/3](http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3) or write to the Information Policy Team at: The National Archives, Kew, London TW9 4DU, or email: [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).

This publication is also available on our website at: [www.forestry.gov.uk/publications](http://www.forestry.gov.uk/publications)

First published as a Plant Health Note in 2006 by the Forestry Commission, Silvan House, 231 Corstorphine Road, Edinburgh EH12 7AT. This revised edition published in 2018

ISBN: 978-0-85538-719-X

Forestry Commission (2018).

*Minimum facilities at ports*

Forestry Commission Plant Health Guide. Forestry Commission, Edinburgh.

Keywords: port authorities; imports; inspection; plant health; regulation.

FCPH007/FC-GB(JW)/0K-WWW/DEC18

Enquiries relating to this publication should be addressed to:

Forestry Commission  
Silvan House  
231 Corstorphine Road  
Edinburgh EH12 7AT  
0300 067 5000  
[publications@forestry.gsi.gov.uk](mailto:publications@forestry.gsi.gov.uk)

In Northern Ireland, to:

Forest Service  
Department of Agriculture, Environment and Rural Affairs  
Inishkeen House  
Killyhevlin  
Enniskillen  
BT74 4EJ

02866 343165  
[planthealth.forests@daera-ni.gov.uk](mailto:planthealth.forests@daera-ni.gov.uk)

The Forestry Commission will consider all requests to make the content of publications available in alternative formats. Please send any such requests to: [publications@forestry.gsi.gov.uk](mailto:publications@forestry.gsi.gov.uk).

# Contents

Introduction .....	1
Obligations on Port Authorities .....	1
Gas checking .....	1
Inspector obligations under the Order .....	2
Safety .....	2
Further reading and useful sources of information.....	3



# Introduction

The Plant Health (Forestry) Order 2005 (the 'Order') reflects at Article 12(8) the implementation of Commission Directive 98/22/EC. This Directive lays down, among other things, the minimum facilities which must be provided by Port Authorities to allow plant health inspections to be carried out effectively and safely.

As inspections have been taking place for many years, adequate facilities and safe inspection conditions have evolved over time and the requirements of the Directive are being met already at most locations. The Directive and the Order have, however, changed the status of the requirements expected of the Port Authority into statutory obligations, which must be met before an inspection can be carried out.

This Guide sets out the obligations which apply to port authorities and others responsible for the points of entry in Great Britain where controlled wood, wood products or other goods which are accompanied by wooden packaging are landed. The Guide gives advice on the facilities needed, not only to meet the requirements of the Order, but also those which are necessary to enable inspectors to perform their work. These facilities include ones which allow the appropriate action to be taken when consignments do not meet the landing requirements prescribed in the Order and steps to prevent the introduction or spread of pests become necessary.

## Obligations on Port Authorities

### **Each Point of Entry must provide 'Suitable Areas of Inspection'** [Order article 12(8)(a)]

For sawn timber and logs a suitable area for inspection is, generally, the dockside. Timber must be stacked safely with adequate space between stacks for the inspector to pass between them easily. Facilities must be readily available for the removal of packs to ground level, with adequate space and assistance on hand to open packs for closer examination where the inspector deems this necessary. For containers and lorries a 'suitable area for inspection' is an area away from moving traffic where inspections can be carried out from ground level. There must also be an operative present to open container doors and to ensure the container/lorry is not moved while the inspection is being carried out.

### **Each Point of Entry must provide 'Adequate Lighting'** [Order article 12(8)(b)]

Where consignments are stored in sheds there must be adequate lighting for inspectors to be able to move around without putting themselves in any danger. Where inspections take place, for example, at a time when the light quality is poor, the port must have adequate lighting on the dockside for the inspector to be able to work effectively and safely. The inspector will carry a torch, or other equipment, to supplement the available lighting for close up work.

## Gas checking

Where the material to be inspected remains inside a container, Port Authorities or importers must ensure that containers are gas checked by qualified personnel using the proper equipment. A gas checking record must be produced. The record must contain the operator's name, job title, the date and time of gas checking, what gasses were checked for and the results of the check. It must be dated and signed by the operator and his supervisor. A copy of the record must be

made available to the inspector before any inspection of containerised material will be undertaken. (Refer to Port Skills and Safety Guidance Note *Fumigation in Freight Containers* for further guidance. See page 3 for contact details).

## Inspector obligations under the Order

Article 31 of the Order prescribes the actions which an inspector must take where they find that the landing requirements have not been met. The article sets out the actions, which may be required by an inspector where there are reasonable grounds for suspecting that material has been or is likely to be landed in Great Britain in contravention of the requirements.

The inspector may:

- prohibit the landing;
- specify the manner in which the landing is to be carried out and any precautions to be taken during or after the landing;
- require the consignment, or any part of it or its packaging, to be treated in a specified way, or to be re-exported, destroyed or otherwise disposed of in such a manner and within such reasonable time as may be specified in the notice;
- put a 'hold' on the consignment, or part of it, while samples are taken for laboratory analysis.

If destruction is ordered by the inspector the importer or agent must ensure that the material is burned on a suitable area of the dockside away from other hazards or at an incineration facility. The facility must be on or near to the dock and must not be separated from the dock by or close to any area of woodland. Destruction by burning is the most practical means of destruction however, in certain circumstances chipping or deep burial (minimum 2 metres depth) in a landfill site may be considered. This is without prejudice to the requirements of the Waste Management Licensing Regulations 1994.

If it is necessary to place material under quarantine detention the Port Authority must be able to provide a safe suitable area in which material can be held separate from all other wood and wood products.

## Safety

In all cases the Port Authority and/or the importer must take adequate precautions to ensure the safety of the inspector. Inspectors have been given instructions in health and safety at work and each inspector has been issued with all appropriate safety clothing and equipment.



# Further reading and useful sources of information

For information and advice on forestry plant health matters in Great Britain, or to obtain a copy of the Service Standard leaflet, visit: [www.forestry.gov.uk/planthealth](http://www.forestry.gov.uk/planthealth) or contact the Forestry Commission Plant Health team:

Ian Brownlee  
Operations Manager  
0300 067 5034  
07831 159014  
[ian.brownlee@forestrycommission.gov.uk](mailto:ian.brownlee@forestrycommission.gov.uk)

Russ Collins  
Regional Manager (North)  
Timber imports to Humber, Liverpool, Tyneside,  
North Wales and Scotland  
07764 838836  
[russell.collins@forestryengland.gov.uk](mailto:russell.collins@forestryengland.gov.uk)

Nick Hazlitt  
Regional Manager (South)  
07799 657417  
[nick.hazlitt@forestrycommission.gov.uk](mailto:nick.hazlitt@forestrycommission.gov.uk)

For plant health matters in Northern Ireland, visit:  
[www.forestserviceni.gov.uk](http://www.forestserviceni.gov.uk) or contact:

Forest Service  
Department of Agriculture and Rural Development  
Dundonald House  
Upper Newtownards Road  
Ballymiscaw  
Belfast BT4 3SB  
02890 524116  
[grants.forests-service@dardni.gov.uk](mailto:grants.forests-service@dardni.gov.uk)

For safety matters in UK ports, visit:  
[www.portskillsandsafety.co.uk](http://www.portskillsandsafety.co.uk) or contact:

Port Skills and Safety  
1st Floor  
30 Park Street  
London SE1 9EQ  
020 7260 1790  
[info@portskillsandsafety.co.uk](mailto:info@portskillsandsafety.co.uk)

## Plant Health publications

### Plant Health Guides

- Importing wood, wood products and bark (FCPH001)
- Import inspection fees for wood, wood products and bark (FCPH002)
- Export certification (FCPH003)
- The United Kingdom Wood Packaging Material Marking Programme (FCPH004)
- Importing firewood (FCPH005)
- Importing woodchip (FCPH006)
- Minimum facilities at ports (FCPH007)

### Other publications

For information on all Forestry Commission publications, visit: [www.forestry.gov.uk/publications](http://www.forestry.gov.uk/publications)

Digital (pdf) versions of many titles, including this one, are available to view and download.



**Forestry Commission**

Silvan House  
231 Corstorphine Road  
Edinburgh  
EH12 7AT

[www.forestry.gov.uk](http://www.forestry.gov.uk)