

## Appendix A

# **MINIMUM REQUIREMENTS FOR GCIA APPROVED CONDITIONERS TO CONDITION BULK CERTIFIED AND REGISTERED CLASS SEED FOR SALE**

## **I. Application**

Application to condition, or condition and sell bulk certified and registered class seed, must be made prior to conditioning any eligible seed.

- a. Before approval may be granted and in addition to other requirements, a conditioner must have been a GCIA approved conditioning plant for two consecutive years.
- b. Bulk certified seed may be stored in GCIA bins, bulk boxes or bulk bags by the approved bulk conditioner. These different types of storage units will be referred to as approved containers.
- c. All sublots within a lot must be stored in the same type of approved container.
- d. All field and seed standards applying to bagged seed must be applied to bulk certified seed.
- e. One sale in bulk is permitted – from the approved conditioner directly to the consumer. Bulk seed sales may not go through a seed wholesaler.

## **II. Inspection**

Inspection of approved containers and all other equipment shall be made by GCIA to determine that it has been thoroughly cleaned before seed are conditioned.

- a. Inspection fee is \$50 per location per crop, reinspection fee is \$25 per trip / location.
- b. Upon emptying a storage bin and if this bin is to be used for a different variety for bulk certification, the bin must be recleaned and reinspected by GCIA. Notify GCIA office 5 days prior to the date that you desire to change varieties. All augers, conveyors, blenders, trucks and any other equipment must be cleaned before they are used to handle bulk certified seed. It is the responsibility of the GCIA Representative of the approved seed conditioning plant to inspect this equipment for cleanliness.

**III. Approved Containers Shall be Clearly and Conspicuously Identified**

Number, kind, variety and lot number. Proper labels will be furnished by GCIA Inspector at time of inspection and must be attached to the container at all times.

**IV. Lot Size (bushels no limit)**

The total quantity of seed in a lot must be broken into sublots. There must be a laboratory analysis report for each 400 bushels stored. The analysis report must represent the 400 bushel subplot sample.

**V. Seed Analysis**

Seed analysis to be used to cover entire seed lot will be a composite sample determined by GCIA Office and the conditioner advised of this analysis by GCIA. The minimum analysis for the class and crop will be used on bulk seed. Any required number of restricted weeds or crops to be shown on certificates will be a composite determined by the laboratory report from each of the sublots tested.

If any one subplot within a bin fails to meet the seed standards, all lots in the bin are ineligible for certification – rejected. This will not apply in the case of sublots stored in bulk bags or bulk boxes. If the cause for rejection can be corrected, the seed may be reconditioned, resampled and retested.

**VI. Billing**

The current tag fee will be charged for each bushel of seed sold from a bulk storage container even if a certificate is not issued. Fee will be due upon issuing of bulk certification certificate by GCIA showing composite analysis on the estimated bushels in storage. Refunds will be made on unsold bushels. If estimate is more than bushels calculated, additional fees will be due.

**VII. Conditioners Records**

A file must be maintained for all records pertaining to each lot. All records must be kept up to date at all times.

- a. Unsold seed (Bulk Conditioner). Approved bulk conditioners having unsold certified seed left over in an approved container at the end of the season may carry the seed over, recondition and/or retest for certification.
- b. A current inventory of the amount of seed on hand for each lot must be maintained by the conditioner. This inventory must be up to date at all times. An inventory form will be provided by the GCIA Office. Each outgoing shipment must be recorded on this form.

- c. Before December 31<sup>st</sup> each year an annual report for each variety and lot number along with a copy of the inventory form must be sent to the GCIA Office regarding all bulk sales of certified seed. This report will include the total number of bulk transfer certificates used. All records and containers are subject to inspection and audit by GCIA Inspectors at any time.

#### **VIII. Movement of Seed from Approved Container**

Before any seed may be moved from the container and sold, the conditioner must have in his possession a laboratory analysis report with the composite analysis provided by GCIA.

- a. Only approved bulk conditioners are eligible to sell bulk seed from boxes or semi-bulk bags.
- b. Additions, deletions and/or exceptions to GCIA regulations and guidelines for bulk sale of seed from approved boxes or bags vs. approved bins shall be as follows:

#### **IX. General Procedure for Bulk Sales**

- a. Approved bulk boxes or bulk bags:
  - 1. Must meet GCIA specification.
  - 2. Must be cleaned and inspected closely for any and all foreign material or grain prior to filling.
  - 3. Must be numbered and same painted on side.
  - 4. Must have certification labels completed as to container number, crop, variety, class, lot number and total weight (pounds or bushels) and attached to each container.
  - 5. Must be weighed after filling, a sample drawn from each box or bag with grain probe.
  - 6. Empty containers will periodically be inspected by GCIA.
- b. Lots:
  - 1. Maximum subplot size is 400 bushels. A 5% tolerance will be allowed, since it is difficult to get the same and exact weight each time in the same number of boxes or bags.

2. The lot containers are to be stacked in a row in one location until all seed is sold and all containers emptied. Different varieties must be stored in different areas of the warehouse.
- c. Sublot Sales:
1. Upon receipt of approval from GCIA office, by use of composite samples, seed may be offered for sale.
  2. Bag sales approved sublots may be bagged and tags requested. The entire subplot must be bagged. Bags will carry subplot number.
  3. Seed analysis (blue card) – Must be completed and conspicuously attached to a container. Card will be removed as seed in containers are sold.