

UTAH CROP IMPROVEMENT ASSOCIATION
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PROTOCOLS FOR SOURCE IDENTIFYING WILDLAND COLLECTED SEED

1. **Pre-Collection Application for Wildland Collected Seed:**

1. A Pre-Collection Application Form must be completed for each species/site combination that the broker/conditioner/collector (may be the same or different entities) plans to source identify. The fee for each application is \$10 and includes membership for the applicant in the Utah Crop Improvement Association.
2. A FAX of the completed form is to be sent to UCIA representative Wayne Andersen at (801) 798-2069 (and the original copy along with application fee mailed to UCIA at the above address) preferably a week or more but at least one day prior to the start of collection. For specific questions call Wayne Andersen at (801) 798-7875 (home) or (801) 367-9934 (cell) or contact the UCIA Office.
3. Wildland seed harvests without prior UCIA notification by use of the pre-collection application may be considered eligible for source identified status on a case-by-case basis. However, time and mileage fees will be assessed for the additional verification procedures necessary.

2. **Permits:**

1. It will be the responsibility of each collector of wildland seed to obtain a harvest permit (or contract) from the appropriate government land management agency, or permission to harvest on private land.
2. Upon issuing a permit, cooperating agencies will FAX a copy to UCIA representative Wayne Andersen at (801) 798-2069.

3. **Receiving Protocol:**

1. The broker/conditioner will accept seed to be source identified only when accompanied by a valid agency harvest permit (or contract) or name of private landowner. Field bulk pounds in excess of that specified on applicable permits will not be eligible for source identified status unless additional permits to cover excess pounds are obtained. The permit, permit #, or photocopy is to be filed with other documents pertinent to verification of each field lot.
2. It will be the responsibility of the broker/conditioner to see that a field lot # is clearly marked on each bag or container before accepting seed from the collector.

3. A topographic or county map or GPS coordinates showing the exact site of harvest will be required from the collector at the time the seed is delivered to the broker/conditioner. An exception can be made in cases where the collector has a previously completed original Site Identification Log, signed by a UCIA representative, that corresponds in all aspects with the seed being offered. Beginning January 1, 2003 all collectors will be required to give GPS coordinates of their harvest sites to UCIA representatives.
 3. The broker/conditioner will complete a Site Identification Log (if one does not accompany the seed) or maintain a receiving record from which a Log (or Addendum) can be fully completed for each field lot.
 4. An uncleaned sample of each field lot of harvested seed will be taken at the time the seed is received by the broker/conditioner. Sample envelopes to be marked with the field lot # will be provided by UCIA.
 5. It will be the responsibility of the broker/conditioner to store the different field lots so that easy inspection and identification of the seed can be made by UCIA representatives. Permission of UCIA is required before blending field lots.
 6. The broker/conditioner will follow accepted procedures in the cleaning and maintenance of conditioning equipment to prevent seed contamination. Use of the UCIA Seed Conditioning Equipment Cleanup Checklist is recommended and may be required. Commercial conditioning plants cleaning field lots purchased from collectors are required to be approved certified conditioners as detailed in "UCIA Seed Certification Requirements and Standards."
 7. A summary of the paper trail/material file that the broker/conditioner will maintain for each field lot(s) that make up a conditioner lot for which tags are requested is as follows: a) permit/contract/private landowner information, b) uncleaned seed sample, c) Site Identification Log (or Addendum if applicable), d) collection site map or GPS coordinates, unless the collector provides an original Site Identification Log signed by a UCIA representative.
4. ***Verification Protocols:*** The certification agency in Utah responsible for the source identification of wildland collected seed is the Utah Crop Improvement Association (UCIA).
1. The FAXed copy of a Pre-Collection Application form will initiate the source identification process. It will then be the responsibility of the UCIA to verify collection site harvest by spot checks before or during harvest, or post-harvest utilizing detailed maps, GPS coordinates, and/or accompaniment with collector to the site.
 2. UCIA will verify the integrity of the paper trail so that the identification of the seed collection is maintained from the collector to the end user. Maps, GPS readings, and other exact site location information as related to an individual collector is regarded as confidential. After verification, such records will be returned to the collector upon request.
 3. UCIA will store for at least one year and when necessary evaluate the uncleaned samples of seed. Evaluation may include positive taxonomic species/ecotype/site identification by

morphological, black light, chemical, protein separation and/or DNA analysis methods.

4. Upon verification of source identified eligibility of the clean seed lot, UCIA will prepare the proper tags and a UCIA representative will oversee the secure attachment of the tags to the bags. By request, UCIA representatives will take clean seed samples, according to AOSA approved sampling protocol, for delivery with the seed shipment or to send directly to approved seed laboratories for testing (labs to be agreed upon by broker/conditioner and buyer).

5. ***Shipping & Receiving:***

1. When shipping source identified seed it is the responsibility of the broker/conditioner to make sure that each bag or container is properly identified with a conditioner lot # and tagged with an analysis tag (state and federal seed law compliant) and yellow Source Identified tag. It is the responsibility of the end user to carefully inspect the shipment received. If proper identification and tagging is not located on the bags or containers, the lot may be rejected or is subject to re-sampling, testing, and source identified paper trail verification.

Effective 15 Sept. 2001