

Instructions for submitting FDACS-08208

Sample of page one and page two are below.



ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Plant Industry

APPLICATION AND PERMIT TO MOVE ORGANISMS REGULATED BY THE STATE OF FLORIDA

Section 581.083, 581.211, F.S./Rule 5B-57.004, F.A.C.

1911 S.W. 34th Street/PO Box 147100, Gainesville, Florida 32614-7100
Phone: (352)395-4700 Fax: (352)395-4614

Page ____ of ____ THIS SECTION TO BE COMPLETED BY STATE OFFICIAL							
Permit Number	☐ Approved ☐ Disapproved *If disapproved, see Notice of Administrative Hearing on Page 8.		Conditions				
Valid Until	Signature						
	Title						
	Date						
THIS SECTION TO BE COMPLETED BY APPLICANT							
1. Renewal of Permit? ☐ Yes ☒ No If yes, indicate permit number	2. Name: Mary Jones Title: County Extension Agent Business Name: Jones County Cooperative Extension Physical Address: 1234 Main Street City, State Zip Code: 3. Mailing Address: Aiken, Florida 99999 City, State Zip Code:						
4. Telephone No. 352-444-4444	5. Fax No. 452-555-5555	6. Email Address MJ@mailbox.org					
7. I/We agree to comply with the stipulations of this agreement, and understand that a permit may be subject to other conditions specified. Signature of Applicant Date 2/29/2013							
8. Type of Organisms to be Moved ☐ Arthropods ☐ Plant Pathogens ☐ Nematodes ☒ Noxious Weeds ☐ Genetically Altered Organisms ☐ Biological Control Agents ☐ Other (Specify):							
Scientific Names of Organisms to be Moved	Classification (Order, Family, Other)	Life Stages	Number of Specimens	Shipped From	In U.S. Yes/No	Host Material Included	Approved (✓)
9. Eichhornia crassipes		adult	2 gallon buckets	n/a	☒ ☐	n/a	
10. Schinus terebinthifolius		adult	10 twigs	n/a	☒ ☐	n/a	
11.					☐ ☐		
➤ ☐ In addition to the above listed organisms, additional organisms to be moved are listed starting at Line # 34							
12. Number of Shipments collecting 3 times/year	13. Port of Arrival n/a	14. Approximate Date of Arrival or Interstate Movement n/a					
15. Destination/Location of Movement within Jones county	16. Method of Shipment ☐ Air ☐ Air Freight ☒ Auto ☐ Baggage	17. ☐ Other (Specify)					
18. Supplier No. 01 - Name & Address collected by permittee from local area	19. Supplier No. 02 - Name & Address		20. Supplier No. 03 - Name & Address				
21. General Purpose of Request (Be specific) Educational programs to teach weed identification							
22. Intended Use (Be specific) Plants will be collected and transported to the county office building for demonstrations of live material in the classroom							
23. Methods to be Used to Prevent Organisms Escape (Be specific)							

Standards and Safe Guards of Permit: 1) All organisms must be shipped in sturdy, escape-proof containers. 2) Upon receipt, all packaging material and shipping containers shall be sterilized or destroyed immediately after removing organisms. 3) Organisms shall be kept only within the laboratory at the permittee's address. 4) No living organisms kept under this permit shall be removed from confined area except by prior approval from this office. 5) Without prior notice and during reasonable hours, authorized State Regulatory Officials shall be allowed to inspect the conditions under which the organisms are kept. 6) All organisms kept under this permit shall be destroyed at the completion of the intended use, and not later than the expiration date. 7) All necessary precautions must be taken to prevent escape. In the event of an escape, notify this office.

Under authority of Chapter 581.083, Florida Statutes (FS), and Rule Chapter 5B-57, Florida Administrative Code (FAC), permission is hereby granted to the applicant named above to move the organisms described, except as deleted, subject to the conditions stated on, or attached to, this application. This permit not valid unless signed by an official authorized representative of the department. Failure to comply with stipulations of this agreement may result in penalties as stipulated in Rule 5B-57.0010, FAC, and Section 581.211, FS. If disapproved, see Notice of Administrative Hearing on Page 8.

Florida Department of Agriculture and Consumer Services
Division of Plant Industry

**APPLICATION AND PERMIT TO MOVE ORGANISMS
REGULATED BY THE STATE OF FLORIDA**

Page ____ of ____		Permit Number _____	
Plants will be collected by trained staff and volunteers, double bagged in plastic garbage bags, carried in a locking ice chest, and transported in a closed van. Students in the class will not be allowed to take plant material out of the classroom. The greenhouse, where plants will be stored between collecting and the class date, is locked and not open to the public.			
24. Method of Final Disposition of Organisms and Host Material <i>(Accompanying materials and containers? (Be specific))</i> Plants will be double bagged and sent to a sanitary landfill. No plants will be disposed of as yard waste.			
25. Plant Pathogens or Nematodes – Indicate Why Indigenous Pathogens or Nematodes, If Present and/or Available, Would Not Serve the Purposes of the Investigation			
26. Plant Pathogens or Nematodes – What Are the Benefits of the Introduction?			
27. Plant Pathogens or Nematodes – What Are the Risks of the Introduction?			
28. Plant Pathogens or Nematodes – Please Provide Pertinent Literature References or Reprints			
29. List all personnel who will be involved with the project at this location. The individual listed on page 1, in item number 2 is responsible for the individual(s) listed below to be in compliance with this permit			
Project Assistant No. 01 Billy Smith, Extension Agent	Project Assistant No. 02 Sara Nells, graduate student intern	Project Assistant No. 03 John Jay, teacher at Rosedale Middle School	Project Assistant No. 04
Project Assistant No. 05	Project Assistant No. 06	Project Assistant No. 07	Project Assistant No. 08
30. Indicate Location of Work, and Briefly Describe the Test Facility and Methodology to be Used This is not a research project, all demonstrations will be carried out in the county building classroom three times over the year and plants will be destroyed after each class.			
31. Indicate Sanitation Procedures to be Used to Contain Pathogen in the Test Area, and Security Measures to Prohibit Unauthorized Access to Pathogen to Test Site			
32. Time Required for Completion of Project We plan to continue this program as long as funds are available. No projected end date.		33. Will the organism be retained? ☐ Yes ☒ No If Yes, Where and Why?	
➤ Additional Organisms To Be Moved Continued From Line # 11			
Scientific Names of Organisms to be Moved	Classification (Order, Family, Other)	Life Stages	Number of Specimens
34.			
35.			
36.			
37.			

Standards and Safe Guards of Permit: 1) All organisms must be shipped in sturdy, escape-proof containers. 2) Upon receipt, all packaging material and shipping containers shall be sterilized or destroyed immediately after removing organisms. 3) Organisms shall be kept only within the laboratory at the permittee's address. 4) No living organisms kept under this permit shall be removed from confined areas except by prior approval from this office. 5) Without prior notice and during reasonable hours, authorized State Regulatory Officials shall be allowed to inspect the conditions under which the organisms are kept. 6) All organisms kept under this permit shall be destroyed at the completion of the intended use, and not later than the expiration date. 7) All necessary precautions must be taken to prevent escape. In the event of an escape, notify this office. Under authority of Chapter 581.083, Florida Statutes (FS), and Rule Chapter 5B-57, Florida Administrative Code (FAC), permission is hereby granted to the applicant named above to move the organisms described, except as deleted, subject to the conditions stated on, or attached to, this application. This permit not valid unless signed by an official authorized representative of the department. Failure to comply with stipulations of this agreement may result in penalties as stipulated in Rule 5B-57.0016, FAC, and Section 581.211, FS. If disapproved, see Notice of Administrative Hearing on Page 8.

Line by line instructions for the form.

Lines 1-6. Please provide your contact information.

Line 7. Your signature and date are required to process the application.

Line 8. Please check "Noxious Weeds".

Lines 9 – 11; additional space at line 34 and beyond.

Scientific names of organisms to be moved: For plants, include the genus and species. You do not need to provide family, order, or other classification.

Life stage: enter seed, seedling, mature plant or some other descriptive category.

Number of specimens: Give an estimate or an exact number, if known.

Shipped from: Enter the collecting site or shipping site for non-federally regulated plants shipped from other states.

Host material: This is generally not applicable for plant species. This information is needed when the form is used for insects or other plant pests.

Line 21. *General Purpose of Request:* Indicate the goal of the project, for example, "Teaching plant identification" or "Conducting herbicide research."

Line 22. *Intended Use:* How will the plants be used? For example, "Plants will be collected from Midtown Pond and transported to Green Hills Extension Office for a demonstration program" or "Plants will be collected from Midtown Park, then grown in a greenhouse to test three herbicide treatments."

Line 23. *Methods to be used to Prevent Organisms Escape:*

- While collecting and transporting: Plants should be double bagged, then transported in sealed containers within and enclosed space in a vehicle, such as a car trunk, van, or truck covered with a top or tarp. If the plants are shipped by mail or delivery service, the containers must conform to the carrier's specification and keep the plants secure. If the plants will not be transported from the collection site to the research or education site in a vehicle, describe the methods you will use to prevent the escape of plants if they are accidentally spilled or lost. These procedures should be included on this line.
- During the project: Note the standards and safeguards of permit listed below. They describe shipping and maintaining the permitted organisms. If you will keep the live plants in a laboratory or greenhouse, you should describe security measures that will prevent unauthorized people from taking the plants. The regulated plant species must be kept in an area under the control of the responsible person, away from public access, with safeguards from accidental loss or theft. For example, is the room locked when you or a project assistant is not present? Is the facility sturdy enough to prevent the spread of weeds during a storm, for example, not a shed or lean-to.

"Standards and Safe Guards of Permit: 1). All organisms must be shipped in sturdy, escape-proof containers. 2). Upon receipt, all packaging material and shipping containers shall be sterilized or destroyed immediately after removing organisms. 3). Organisms shall be kept only within the laboratory at the permittee's address. 4). No living organisms kept under this permit shall be removed from confined area except by prior approval from this office. 5). Without prior notice and during reasonable hours, authorized State Regulatory Officials shall be allowed to inspect the conditions under which the organisms are kept. 6). All organisms kept under this permit shall be destroyed at the completion of the intended use, and not later than the expiration date. 7). All necessary precautions must be taken to prevent escape."

Line 24. *Method of Final Disposition of Organisms and Host Material:* Plants must be destroyed at the end of the project or the end of the permit period, unless a permit renewal is requested. Plants should be double bagged and sent to a landfill, oven dried, autoclaved, or made incapable of reproducing by

a method you describe. You should never send regulated plant species with yard waste that might be composted and recycled.

Line 29. *List all personnel:* Every person who will collect or care for plants during the project must be listed. If staff members change, you must apply for a new permit to cover new employees.

Line 30. *Indicate the Location of the Work, and Briefly Describe the Test Facility and Methodology to be Used:* The description should include security measures, such as fences, locked doors, limited access, and on-site supervision.

Is it okay to use “See Attached” and include a research proposal or other explanation instead of filling out lines on the form?

Please don't complete the form with “See Attached” in any of the lines described above. This is not allowed because the application form is signed by a DPI administrator and becomes the permit. Attachments are allowed as explanations or additional staff names, but items must be completed, at least briefly, on the form itself.