

NIAB/OSTS	DOCUMENT UNCONTROLLED WHEN PRINTED			SAM/01
Sampling	Overview of the sampling of seed lots for ISTA Certificates in England & Wales			
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N.B. Notification of this OSTs instruction to approved samplers requires confirmation of receipt and acknowledgement that the outdated papers have been destroyed.

Changes to this document issue are in highlighted text

If this procedure requires updating please inform your line manager

1 Scope and purpose of procedure

1.1 Scope

The Official Seed Testing Station for England and Wales, ISTA laboratory GBDL01 (OSTS Cambridge) and in particular the Designated Member the Chief Officer, is responsible for ensuring that sampling procedures as specified in ISTA Rules and Annexes and applicable sections of the ISTA Accreditation Standard are complied with. This is currently achieved by using the PHSI/Official samplers, working with NIAB under the terms of a NIAB/Defra (APHA) Contract for the sampling of seed lots for issuance of ISTA International Seed Lot Certificates. This arrangement applies to England and Wales only. The OSTs also approves company samplers who meet the requirements for ISTA sampling.

1.2 Purpose

The purpose of the procedures described in this paper is:

- To provide an overview of the sampling for ISTA seed lot certificates at the OSTs, Cambridge.
- To describe how the OSTs, Cambridge manages the sampling / staffing issues for sampling of seed lots for ISTA certificates.
- **To provide a job description highlighting responsibilities of ISTA samplers.**
- To describe how the OSTs, Cambridge manages the sampling equipment and calibration issues of sampling for ISTA Certificates
- To describe how the OSTs, Cambridge manages the handling of seed lot identification and sampling procedures.
- To describe how the OSTs, Cambridge manages Quality Assurance for sampling.

2 Persons responsible for action

2.1 The OSTs Chief Officer

The OSTs Chief Officer has overall responsibility to ensure that the requirements of sampling for ISTA Lot Certificates are met in the OSTs, Cambridge and by the OSTs approved samplers (e.g. PHSI/official samplers and trade samplers)

The OSTs Chief Officer or designated staff members are responsible for:

- liaison with samplers on training issues
- maintaining the records of samplers training
- liaison with samplers & exporters on ISTA sampling requirements
- organising the recording of feedback to samplers on sampling irregularities

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- arranging the audits & maintaining the records on samplers, sampling and equipment

2.2 The OSTS Laboratory Managers

The OSTS Laboratory Managers are responsible for ensuring that tests conducted for ISTA Lot and Sample Certificate are carried out in compliance with the ISTA Rules. They are also responsible for ensuring that sample reception, logging, test result transcription, reporting and archive retention follows written procedures and the ISTA Rules.

2.3 OSTS Technical and Administration support staff

OSTS Technical and administration staff may carry out specific tasks they have been trained to do.

2.4 ISTA Sampler

An ISTA seed sampler has the following responsibilities

- Use the appropriate sampling intensities
- Use suitable equipment
- Follow the sampling techniques laid down in the ISTA Rules for issuing an ISTA Certificate
- Perform sample reduction procedures according to the ISTA Rules
- Refuse sampling if sampling cannot be done in a correct manner
- Refuse sampling if application documentation incorrect
- Attend annual audits carried out by OSTS, NIAB.
- Ensure OSTS, NIAB have record of name, address and signature.
- Hold formal certificate of ISTA sampler qualification

3 Related documents

- The NIAB / Defra Contract
- ISTA Rules (current version)
- ISTA Handbook on Seed Sampling (current version)
- Instructions to Licensed and Official Seed Samplers in England & Wales, published by APHA. Available through the links on <https://www.gov.uk/government/organisations/animal-and-plant-health-agency>
- SAM/02 OSTS Guidance on the requirements to be met when sampling seed lots for the issuance of ISTA Orange International Certificates (OIC)
- SAM/03 OSTS Checklist of seed lot and submitted sample weights when sampling and testing for issuance of ISTA Orange International Certificates (OIC) (selected species only)
- ASOSTS004FC - Export sample testing flowchart
- DOC/SH/02.0 – Sample registration for test type Export
- DOC/SH/03.10 OSTS Checklist of seed lot and submitted sample weights when sampling and testing species covered by the Seeds (England) Regulations
- DOC/SH/05.0 – Sample reporting and validating of results for test type Export

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- SAMCOM/FORM/01 List of approved OSTs samplers for sampling seedlots for ISTA certificates

4 Health and safety

It is the policy of OSTs that all sampling and related operations shall be carried out in compliance with all national and European safety regulations. This is addressed in the document SAM/02 and in OSTs safety procedure papers.

5 Procedure

5.1 Policy

It is the policy of OSTs that the sampling and related procedures as described in the SOPs and other documents associated with this SOP shall be carried out in compliance with both the ISTA Rules and Accreditation Standard.

5.2 Training, examination and re-assessment of OSTs approved ISTA Samplers

- Training and examination is by attendance on the Licensed and Official Seed Samplers course.
- After qualification as a Licensed Seed Sampler, samplers who wish to become approved by OSTs to sample seed lots for issuance of an ISTA Certificate (OIC) must also attend an initial training day at OSTs on the requirements of sampling seed lots for ISTA certificates.
- Refresher training and re-assessment will be carried out during an annual audit.
- Training requirements and competencies status for NIAB official samplers or other samplers approved by OSTs will be the same.

The maintenance of the Samplers Competencies record, including course attendance and examination results together with specified follow-up procedures are integral to the quality control of sampling. Records of sampler training are kept by the Quality Manager. A list of approved samplers is kept on SAMCOM/FORM/01, see Appendix 1.

Additionally for APHA those PHSI/official samplers involved with ENFORCEMENT (control) sampling (i.e. sampling of certified seed being marketed) are required by Defra to attend a 5-yearly PHSI sampler's re-assessment.

5.3 Quality control by reference to sampling for certification by licensed samplers

The PHSI, in addition to their work under the NIAB/Defra contract, are also involved in sampling to check the quality of seed in the UK National Seed Certification System. During the EU Experiment on use of Licensed Laboratories comparisons were made of test results for lots sampled by both PHSI and Licensed samplers so that any discrepancies could be followed up to determine whether differences in sampling could have been the cause of the discrepancy. The procedure for reporting this comparison was documented and a copy is available in the Central Sampling file held by the OSTs Quality Manager.

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5.4 Audit of the sampling process and samplers

- OSTS/NIAB staff will carry out an annual audit of the sampling process. This will involve a paper review/audit of the documentation (CERT9 & 9A) submitted with export samples and any anomalies raised at the time of sample receipt and recorded on FORM/ISTA/SAM/01.
- Where samplers are found to have frequent anomalies or errors they may be subject to further audit visits of the sampling operation.
- OSTS may request the sampler attend OSTS for further training
- If after re-training the sampler does not reach the required standard the OSTS may revoke their approved sampler status for the sampling of seed lots for ISTA.

The following activities will be monitored annually by the OSTS;

1. Equipment check (sampling equipment and dividers used for ISTA purposes to ensure that they meet the current specification).
2. Documentation checks (e.g. current issues of OSTS documents SAM/02, SAM/03 and correct form filling/checking).
3. Sampling activity (process check on the sampling of a seed lot).
4. Sample division and/or check of sample divider (process check on producing a representative submitted sample or accuracy check of sample divider).

The provision of an audit record, signed by the sampler and OSTS auditor will document events such as licensed seed sampler training, ISTA sampler training, refresher training, annual audits/workshops and any additional audit visits, etc.

The forms SAMCOM/FORM/01 & Sam/Au/form/01, etc., will be used to document the audits; the audit forms can be found in appendices to this document. Completed forms will be reviewed by the OSTS Quality Manager who will take and document any necessary remedial action.

5.5 Accessibility of sampling equipment

Equipment may be checked when the sampler attends for audits, training workshops or are being audited during sampling operations. During audits checks each item of equipment is identified and a log entry made on an equipment record for that sampler. Audit report forms for spears (Form S 001), sticks (Form S 002) and riffles (Form S 003) are given in the Appendices.

OSTS sampling equipment designated for use for sampling for ISTA certificate is marked and a record maintained by the OSTS Quality Manager.

5.6 Procedures for operating, maintaining, calibrating and monitoring sampling equipment.

Monitoring of operating, equipment and 'Sampling and dividing' is controlled by means of assessment of competence of individual samplers at the initial sampling

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examination on the ‘Licensed and Official Seed Samplers’ course and during an annual monitoring audit carried out by OSTs.

Equipment will be checked before use and the log will be annotated when an item of equipment ceases to comply with the specifications, for example through wear or damage. The equipment will then be labelled to indicate its rejected status and not be used thereafter for sampling for ISTA certificate. If the fault can be rectified, the equipment will be re-assessed by a member of the OSTs audit team and, if found to be satisfactory, its compliant status may be reinstated.

OSTs will arrange audit of the sampler’s equipment annually, usually at the same time as the individual audit of approved samplers. Completed forms will be scrutinised by the OSTs Quality Manager who will take any necessary follow-up action.

ISTA samplers can only use sampling equipment, spears and riffles, which have been allocated a label bearing auditor’s signature and year of current audit, for export purposes.

5.7 On stream sampling arrangements

There is no on-stream sampling of seed lots for ISTA certificates as in practice all sampling of seed lots in England & Wales for export purposes is by manual means. The scope of the OSTs ISTA accreditation covers only manual sampling of seed lots. Should a request for automatic sampling be received by the sampler, the OSTs must be consulted.

5.8 Lot identification and sampling procedures

The documentation used for sample identification to the lot are APHA official forms CERT 9 – indicative information on lot & CERT9A – submitted sample bag label are used for applications for sampling for export (OIC). See Appendix 7, and 8. The CERT9 & CERT9A form (in pdf. format) are available from APHA.

In England and Wales seed lot identification can be made by using a unique identity number or mark for the lot. Lots already carrying certified seed or OECD labels will continue to have label sequences as part of the lot identification system.

Some lots submitted for export sampling and testing will be in the OECD system with its own documentation system. The connection between the OECD and ISTA systems is that the OECD scheme uses a unique seed lot identification of the country / year and generation code, e.g. GBR09xxxxB together with sequentially numbered labels for lot identification purposes.

5.9 Sample receipt, records, storage and retention

5.9.1 Sample receipt

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Orange International Certificates – For OIC Seed lots sampled in England & Wales samples intended for testing for ISTA International Seed Lot Certificate are only acceptable if labelled with fully completed Form CERT 9A and accompanied by Form CERT 9. Any discrepancies on sample receipt at OSTs must be clarified and resolved before testing, these must be recorded on FORM/ISTA/SAM01 see Appendix 10 but could also be recorded through NIAB’s ISO customer feed back system ‘Grommits’. The OSTs Chief Officer or appropriate designated staff will be responsible for following up with the Sampler when the requirements have not been met. OSTs may refuse samples for testing where the correct sampling conditions have not been met.

Blue International Certificates (BIC) – Samples differ from those for OIC in that they are not accompanied by the official label CERT 9A or the CERT 9 Form request for sampling application. BIC Samples are normally received with an accompanying letter or other documentation which may include email instructions from the sender of the sample with the customer instructions. The seed lot is not officially sampled.

5.9.2 Sample administration records

For each export sample received including those for Phytosanitary testing (until May 2015), an entry is made on ‘Form/ISTA/SAM/02, International Certificates and Plant Health’ (see Appendix 11). A copy of Form/ISTA/SAM/02 is held on computer on OSTs shared drive: osts (\\ni-pfserver-01) in the folder marked ‘OFFICE FOLDER’. Access to the OFFICE FOLDER is restricted to those personnel directly involved with the administration of Export work and the folder is regularly backed up by the network system.

The form identifies the sampler, date sampled, date received, customer, species, tests required. Tests are identified by codes indicating the type of ISTA Certificate and tests requested. Other codes are added as necessary, for example for disease testing. Detailed information is in DOC/SH/02.0 Sample Registration for test type Export. See also ASOSTS004FC - Export sample testing flowchart

5.9.3 Sample storage & retention

Samples are stored in the OSTs seed store in the original labelled bags and any attached labelled packets. Where the sample and any residue are requested by the customer to be returned a minimum of 25 seeds is retained by the OSTs. The OSTs Laboratory Managers (or their deputy) are responsible for ensuring the samples are located according to the wall plan in the seed store and that the conditions remain suitable for storage.

The seed store is selected for storage as the ambient temperature and humidity are controlled and therefore remain substantially unaffected by atmospheric ambient extremes. The conditions allow seed without hermetic sealing to remain in good condition for the retention times specified. Where samples require examination for varietal purity and/or growing in a plot, the residue from OSTs testing is sent in its original labelled packaging to the relevant Certification section in NIAB.

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The minimum retention time in storage for Export samples is twelve months following the date of reporting. In the OSTs samples are normally retained for longer, i.e. the current year and the previous years so that disposal is in normally the July of the seeds year (1 July – 30 June) **following** the seeds year in which the sample was received. It is the responsibility of the Laboratory Managers to ensure that these retention times are adhered to. The OSTs Chief Officer will authorise all disposals in writing.

5.9.4 Document retention

Forms CERT9 & 9A and correspondence relating to sampling and testing for ISTA certificate is archived in the OSTs archive for a period not less than 6 years. Computer records are held on the OSTs shared drive: osts (\\ni-pfs-01) which is centrally maintained and backed up by a NIAB computer system.

6 Appendices

- 6.1** Appendix 1 – SAMCOM/FORM/01, List of OSTs Approved ISTA Samplers
- 6.2** Appendix 2 – Sam/AU/Form/01, Record form for audit of approved samplers
- 6.3** Appendix 3 – Sam/AU/Form/02, Record form for audit of sampling
- 6.4** Appendix 4 – Sam/AU/form/03, Record form for audit of sample division
- 6.5** Appendix 5 – Form S 001 spears
- 6.6** Appendix 6 – Form S 002 sticks
- 6.7** Appendix 7 – Form S 003 riffles
- 6.8** Appendix 8 – CERT 9 – indicative information on lot
- 6.9** Appendix 9 – CERT9A – submitted sample bag label
- 6.10** Appendix 10 – FORM/ISTA/SAM01
- 6.11** Appendix 11 – FORM/ISTA/SAM02

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6.1 - Appendix 1 – SAMCOM/FORM/01 – List of OSTs Approved ISTA Samplers

Check the current version on NIAB intranet

1	SAMCOM/FORM/01 - List of OSTs Approved ISTA Samplers							Page 1/1	Issue 12 - Date: 29 April 2015	
2	Author: Jane Taylor		Filename: SAMCOMFORM01 OSTs approved ISTA samplers issue12.xls							
3										
4	PHSI SAMPLERS		Qualified Licensed Seed Samplers course	Year of ISTA sampler training	Annual refresher & audit 2011	Annual refresher & audit 2012	Annual refresher & audit 2013	Annual refresher & Audit 2014	Annual refresher & Audit 2015	Comments
5	Barber	Paul R	Qualified before 2000	2007	01 March 2011	21 February 2012	19 February 2013	17 February 2014	17 February 2015	
6	Brough	Sara	Apr-07	2007	16 February 2011	15 February 2012	13 February 2013	12 February 2014	11 February 2015	
7	Carr	Ian	Qualified before 2000	2005	01 March 2011	21 February 2012	19 February 2013	17 February 2014	17 February 2015	
8	Davey	Charlotte	Refresher training and exam April 2015	2015	N/A	N/A	N/A	N/A	N/A	Request for training and to add to OSTs approved ISTA sampler list, April 2015
9	Dible	Amanda	Nov-11	2015	N/A	N/A	N/A	N/A	N/A	Request for training and to add to OSTs approved ISTA sampler list, April 2015
10	Hill	Chris	Mar-12	2012	N/A	N/A	19 February 2013	17 February 2014	17 February 2015	
11	Hindley	Richard	Apr-03	2003	08 February 2011	07 February 2012	13 February 2013	11 February 2014	10 February 2015	
12	Jessup	Anthony	Nov-13	2014	N/A	N/A	N/A	N/A	10 February 2015	Request for training and to add to OSTs approved ISTA sampler list, Sept 2014
13	Kemp	Frances	Qualified before 2000	2006	12 April 2011	07 February 2012	07 February 2013	06 February 2014	05 February 2015	
14	Kirkwood	Andrew	Qualified before 2000	2010	16 February 2011	15 February 2012	12 February 2013	12 February 2014	11 February 2015	
15	Lilley	Ross	Dec-15	2015	N/A	N/A	N/A	N/A	N/A	Request for training and to add to OSTs approved ISTA sampler list, April 2015
16	Lord	Simon	Qualified before 2000	2005	08 February 2011	07 February 2012	07 February 2013	27 February 2014	05 February 2015	
17	Robinson	Mike K J	Qualified before 2000	2007	04 April 2011	07 February 2012	07 February 2013	27 February 2014	05 February 2015	
18	Spencer	Bronya	Qualified before 2000	2007	Not on list in 2010	14 February 2012	13 February 2013	11 February 2014	10 February 2015	Request from PHSI to add back on to list Oct 2011, will be reassessed at next audit in 2012
19	Tinmouth	Brian	Qualified before 2000	2005	04 April 2011	07 February 2012	07 February 2013	06 February 2014	05 February 2015	
20	Warry	Philip	Qualified before 2000	2006	16 February 2011	15 February 2012	12 February 2013	12 February 2014	11 February 2015	
21	Witham	Robert	Apr-05	2015	N/A	N/A	N/A	N/A	N/A	Request for training and to add to OSTs approved ISTA sampler list, April 2015
22	Whybrow	Alistair	Nov-11	2012	N/A	N/A	19 February 2013	14 February 2014	17 February 2015	
23	COMPANY SAMPLERS		Seed Samplers course	Year of ISTA sampler training	refresher & audit 2011	refresher & audit 2012	refresher & audit 2013	refresher & Audit 2014	refresher & Audit 2015	Comments
24	NONE									

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6.1 continued SAMCOM/FORM/01 – List of OSTs Approved ISTA Samplers

Click to add header

OSTS record of signatures of PHSI ISTA samplers as from Feb 2015			
Name of Sampler		Sample signature	Date
Barber	Paul R		
Brough	Sara		
Carr	Ian		
Hill	Chris		
Hindley	Richard		
Jessup	Anthony		
Kemp	Frances		
Kirkwood	Andrew		
Lord	Simon		
Robinson	Mike K J		
Spencer	Bronya		
Tinmouth	Brian		
Warry	Philip		
Whybrow	Alistair		
OSTS record of signatures of NEW PHSI ISTA samplers			
		Approved as from 29/04/2015	
Name of Sampler		Sample signature	Date
Davey	Charlotte		
Dible	Amanda		
Lilley	Ross		
Witham	Robert		

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6.2 Appendix 2 – Sam/AU/Form/01, Record form for audit of OSTS approved ISTA samplers

Record form for audit of OSTS approved ISTA samplers – Sam/AU/Form/01			
Name of sampler		Signature	
Name of auditor		Signature	
Date of audit		Location	
AUDIT CHECK LIST			
	OK? Y/N	If NO what action taken?	
Sampling equipment (spears) (S001 Spear audit form)			
Spear size A			
Spear size B			
Spear size C			
Spear size D			
Other sampling equipment (S002 Sampling sticks audit form)			
Sample divider (S003 Riffle audit form)			
Documentation checking			
Sampler has current versions of ASOSTS004FC CERT9 CERT9A CERT14 SAM/02 SAM/03			
Sampler correctly checks and complete form CERT9 and 9A			
Sampler aware of associated OECD procedures			
Sampler checks to ensure adequate lot identity			
Sampling activity completed satisfactorily (SAMAUF02 Sampling)			
Sample division or divider check completed satisfactorily (SAMAUF03 Sample division or (SAMAUF04 check of sample dividers)			

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6.3 Appendix 3 –Sam/AU/Form/02, Record form for audit of sampling

Record form for AUDIT OF SAMPLING – Sam/AU/Form/02						
Name of sampler				Signature		
Name of auditor				Signature		
Date of audit				Location		
Species of seed						
SAMPLING ACTIVITY CHECK LIST				Max poss	Marks scored	COMMENTS
Taking primary samples from sack						
Minimum submitted sample weight checked (ISTA Rules or SAM 03)				2		
Equipment (spears & containers) checked for cleanliness before use				3		
Correct size spear used				5		
Top, middle or bottom (nearest)				5		
Instrument inserted with slot downwards				5		
Inserted at correct angle (approx. 30 degrees)				5		
Aperture reaches centre of sack				5		
Spear cleared before rotation				5		
Rotated through 180 degrees				5		
Immediately withdrawn after rotation with oscillation and decreasing speed to outside				5		
Primary samples collected in a different container to the waste				5		
TOTAL				50		
SAM/03 = OSTs Checklist of seed lot and submitted sample weights when sampling and testing for issuance of ISTA Orange International Certificates (OIC) (selected species)						

File name: SAMAUForm02 Sampling.doc

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6.4 Appendix 4 - Sam/AU/Form/03, Record form for audit of sample division

Record form for AUDIT OF SAMPLE DIVISION – Sam/AU/Form/03				
Name of sampler		Signature		
Name of auditor		Signature		
Date of audit		Location		
Species of seed				
SAMPLE DIVISION CHECK LIST				
		Poss marks	Marks scored	COMMENTS
Required submitted sample weight checked (ISTA rules or SAM 03)		5		
Divider and containers checked for cleanliness before use		5		
Seed poured evenly across whole length of divider		10		
Put through three times to mix before dividing down		15		
Continuation of mixing & halving procedure until a suitable submitted sample is achieved		10		
Weight of submitted sample acceptable	g.	5		
	TOTAL	50		
SAM/03 = OSTs Checklist of seed lot and submitted sample weights when sampling and testing for issuance of ISTA Orange International Certificates (OIC) (selected species)				

File name: SAMAUForm03 Sample division.doc

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6.3 Appendix 5 – S001 – Sampling equipment audit form for sampling spears

SAMPLING EQUIPMENT AUDIT FORM S 001 - SAMPLING SPEARS SAMPLERS NAME:

DATE Location of audit AUDITOR(S) name & signature

Specifications	Aperture			permitted (± 10%)	Internal diameter (mm)	permitted (± 10%)
	Width (mm)	permitted (± 5%)	length (mm)			
Spears Type "A"	8	± 0.4mm	20	± 2mm	10	± 1mm
Spears Type "B"	11	± 0.55mm	33	± 3.3mm	13	± 1.3mm
Spears Type "C"	15	± 0.75mm	40	± 4mm	17	± 1.7mm
Spears Type "D"	18	± 0.9mm	40	± 4mm	20	± 2mm

Observed equipment		Type	Aperture (mm)				Internal diameter (mm)		Comments
Construction	Id.		Width	deviation	length	deviation	dia.	deviation	

File name: S001 spear audit form.xls Version date: 15th September 2010



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6.4 Appendix 6 – S002 – Sampling equipment audit form for sampling sticks

SAMPLING EQUIPMENT AUDIT FORM S 002 - SAMPLING STICKS

DATE: Location of audit:

SAMPLERS NAME:

AUDITOR(S) name & signature:

Neate sampler		Specifications		Stick Identity	Requirement	Auditors comments
		Sacks	Large containers			
		mm	mm	mm		
a	Point	55	100		The auditor will make a	
b	Shoulder	25	390		subjective assessment	
c	Boss	75	63		as to the suitability of	
d	Aperture length	50	50		equipment; dimension 'e'	
e	Aperture width	22	22		should not be less than	
f	Bore	25	30		that specified for spears	
					on a species basis.	

Walking stick sampler		Specifications		Stick Identity	Requirement	Auditors comments
		mm	mm			
a	Point	60			The auditor will make a	
b	Shoulder	50			subjective assessment	
c	Aperture length 1	100			as to the suitability of	
d	Aperture length 2	100			equipment; dimension 'e'	
e	Aperture length 3	100			should not be less than	
f	Aperture width 1	15			that specified for spears	
	Aperture width 2	15			on a species basis.	
	Aperture width 3	15				
	Aperture spacing 1	105-110				
	Aperture spacing 2	105-111				
	Bore	25				
	External diameter	not specified				

Filename: S002 Sampling sticks audit form.xls

Version date: 15th September 2010

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6.5 Appendix 7 – S 003 – Sampling equipment audit for – riffles (soil) sample dividers

SAMPLING EQUIPMENT AUDIT FORM S 003 - RIFFLES (SOIL DIVIDERS) SAMPLERS NAME:

DATE Location of audit AUDITOR(S) name & signature

Type

Manufacturer

Ref.no.

Number of chutes

Observed equipment						
Chute	Chute width	Comments	Chute width	Comments	Chute width	Comments
1						
2						
3						
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Filename: S003 Riffle audit form.xls Version date: 15th September 2010



NIAB/OSTS	DOCUMENT UNCONTROLLED WHEN PRINTED			SAM/01
Sampling	Overview of the sampling of seed lots for ISTA Certificates in England & Wales			
Date of first issue	Author	Issue Date	Issue No.	Page
06 June 2000	E J Taylor/Linda Maile	18 January 2022	10	16 of 18

6.6 Appendix 8 – CERT 9 – indicative information on lot – please refer to APHA web site

<https://www.gov.uk/government/organisations/animal-and-plant-health-agency>

6.7 Appendix 9 – CERT9A – submitted sample bag label – please refer to APHA web site

<https://www.gov.uk/government/organisations/animal-and-plant-health-agency>

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6.8 Appendix 10 – Form/ISTA/SAM/01 - Exception form for noting variations in sampling conditions at sample receipt and decisions.

Form/ISTA/SAM/01				Filename: FORM ISTA SAM 01			
Seed Year:							
ISTA Export samples - Form for noting variations in sampling and unusual conditions at sample receipt and decisions taken							
Including any problems that arise later after registration							
Date	Samplers surname	Species	Lot Number or reference	OSTS Sample no. if registered	Sampling/sample Receipt problem?	Action/decision taken	Date & Name of person making entry

