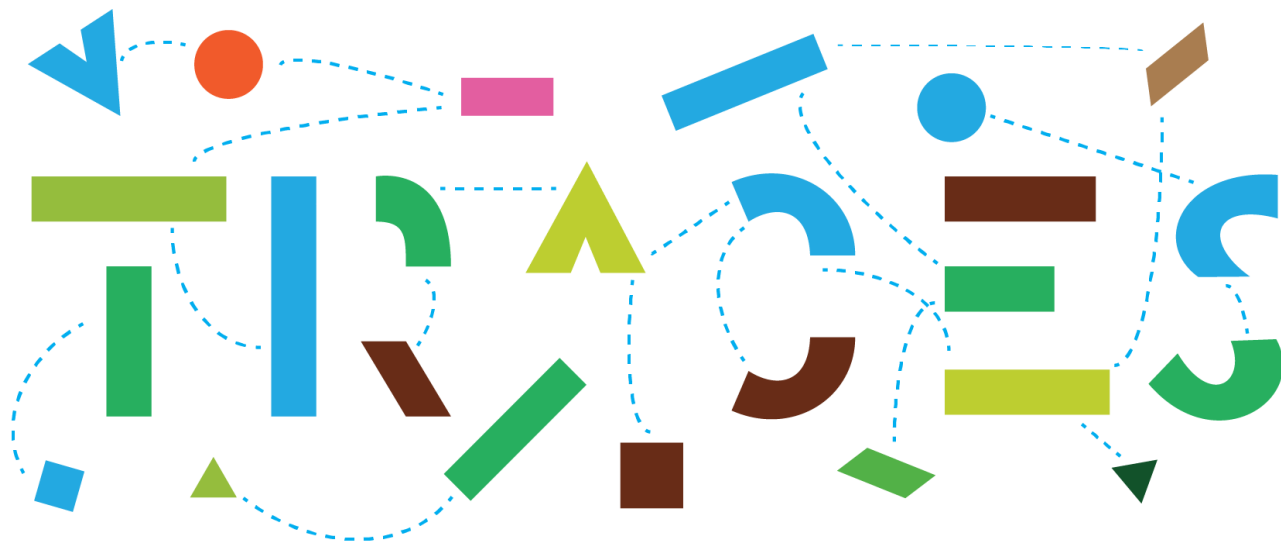




European  
Commission



## Introduction to the new Plant Health Sections

May 2021

This guide contains all essential information concerning the new plant health sections that have been introduced in TRACES NT.

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## New Plant health sections in TRACES NT

The aim of the present guide is to provide you with a detailed overview of the list of new plant health sections that have been introduced in TRACES NT, as well as with instructions on how to proceed with the exercise of creation and management of the approved and registered establishments and operators (“EU LMS”) under these new plant health sections.

On 21 April 2021, the IMSOC Regulation amendment (Implementing Regulation (EU) 2021/547) came into application. This amendment foresees that the lists of reference data (also called “EU LMS” in TRACES jargon) that need to be kept and maintained in TRACES by Member States’ authorities are extended to the plant health sector.

Accordingly, TRACES NT has implemented the new listing requirement into new plant health sections, which were introduced with version 5.7.0 of TRACES NT.

The new plant health sections (as laid down in page 4 of this guide) have been deployed in parallel with the existing general section (Plant) and activity (professional operators), which will remain available until further notice. The main objective of this change is to gradually migrate all plant operators under the newly introduced sections that will be managed and kept up-to-date by the respective competent authorities.

In view of these changes, you are kindly advised to register new plant professional operators and establishments under the new sections. In parallel, you are also advised to progressively apply the new sections and activities to existing operators registered in the old section.

In order to ensure an efficient way of management of the lists of LMS plant establishments and operators, the **LMS Plant Health National Contact Point (NCP)** entity has been enabled. Authority users that need to be able to create/manage LMS establishments and operators under the relevant plant health sections would have to request a role under the LMS Plant Health NCP entity.

The precise steps to follow for requesting the LMS Plant Health NCP role and for the management and creation of LMS registered/designated plant operators and establishments are explained further below in detail.

For any further guidance and support on these matters, please do not hesitate to write to the TRACES Helpdesk ([SANTE-TRACES@ec.europa.eu](mailto:SANTE-TRACES@ec.europa.eu)).

Sincerely,

The TRACES-IMSOC team

## List of New Plant health sections

Section	Activity	Comments
<b>New LMS Plant Health Sections (to be created/managed by the LMS Plant Health NCP)</b>		
<b>EU registered professional operators</b>	Professional operators referred to in Article 45(1)(l) IMSOC	Applicable to EU operators introducing into the Union plants, plant products and other objects for which a phytosanitary certificate is required as referred to in point (a) of the first subparagraph of Article 65(1)PHL.
<b>Quarantine stations and confinement facilities</b>	Quarantine stations	Applicable to Quarantine stations & Confinement facilities designated in accordance with Article 60 PHL to carry out activities involving plants, plant products and other objects introduced unto the Union territory from third countries.
	Confinement facilities	
<b>New non-LMS Plant Health Sections</b>		
EU professional operators other than EU registered professional operators	Professional operators other than those referred to in Article 45(1)(l) IMSOC	Applicable to EU operators introducing into the Union plants, plant products and other objects for which a phytosanitary certificate is <b>not</b> required (e.g. wood packaging material).
Third country professional operators	Professional operator	Applicable to third country operators.

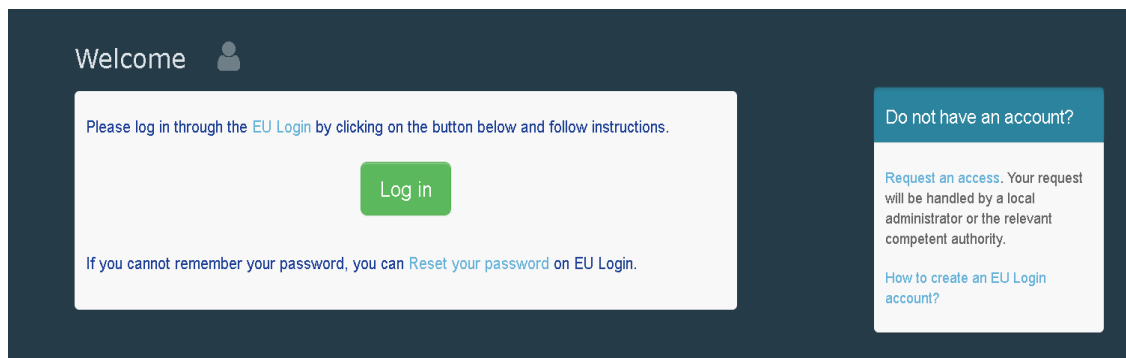
**IMPORTANT:** Please note that **only** operators under the LMS Plant Health sections - namely the **EU registered professional operators** and the **Quarantine stations and confinement facilities** - are to be created/managed by the **LMS Plant Health NCP** users.

Operators under the non-LMS Plant Health Sections can be created from both operators' and authorities' users, and are to be managed by their competent authorities (CCA/RCA/LCA).

## LMS Plant Health NCP

- How to request the LMS Plant Health NCP role

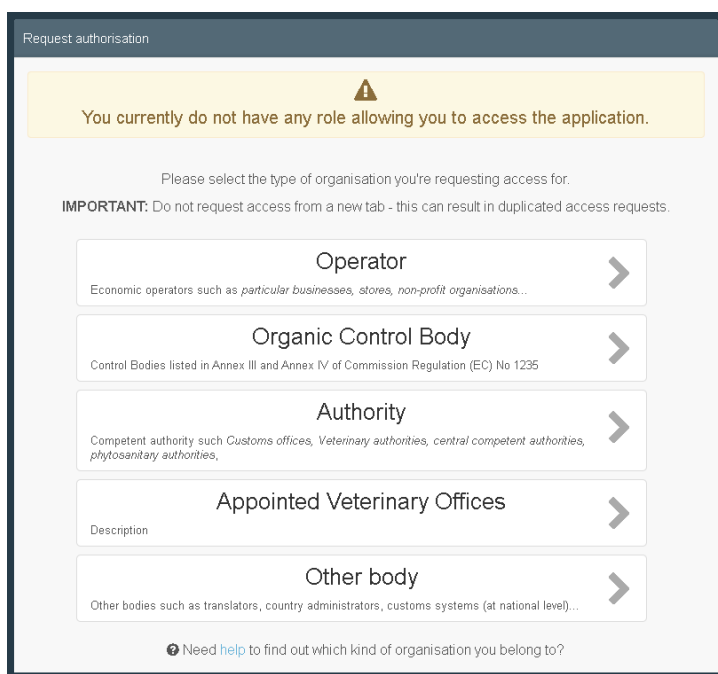
In order to request a role in the LMS Plant Health NCP entity, please open the TRACES NT page here: <https://webgate.ec.europa.eu/tracesnt/login> and click on **Log in**.



**Note:** You will be redirected to the **EU login page** where you can enter your EU Login credentials (user name and password).

### As a new TRACES user

If you are a new TRACES user, upon accessing TRACES you would need to first select your role. In order to request the LMS Plant Health NCP role you would need to select the option **“Authority”**.



You will be redirected to a new window. Here, please choose your **Country, Role and Competence** from the drop-down lists.

To request the LMS Plant Health NCP role, please select the **NCP – National Contact Point Role** and the **Plant Health Competence**. It is also possible to indicate the name of the relevant entity/authority but this would be an optional step before clicking on the **Search** button.

**Note:** the name of the new entity is **LMS Plant Health NCP**.

After identifying the relevant entity on the results list, tick the corresponding “Select” box and then click on **Request authorisation**.

The screenshot shows a web interface for selecting an authority. At the top, there is a header "Select an authority" and a green button labeled "Request authorisation". Below the header, there are four input fields: "Country" (set to France (FR)), "Role" (set to NCP - National Contact Point), "Competence" (set to Plant health), and "Authority Name" (empty). A blue "Search" button is located to the right of the Authority Name field.

Name	Full Address	Role	Competence	Code	Select
LMS Plant Health NCP	251 rue de Vaugirard. 75000 Paris France	NCP	CHE-PP ePhyto EUROPHYT IN PHYTO	FRPHLMS01	Select

The systems displays a pop-up window allowing you to enter additional data (optional):

- Request message;
- Contact E-mail;
- Contact Phone number.

To finalise the role request you would need to click on **Send authorisation request**.

The screenshot shows a pop-up window titled "Confirm authorisation request for LU00001, FRPHYTO00". The window contains a text area for "Message" and three input fields for "Email" (name@domain.com) and "Phone" (+32 02 123456). At the bottom, there are two buttons: "Cancel" and "Send authorisation request".

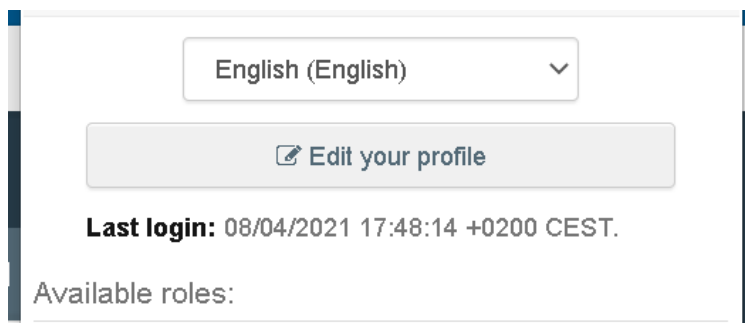
A green message appears at the top of the Edit Your Profile page, showing that your request was successfully submitted.

Success: Your authorisation request has been successfully submitted.  
You will receive a notification with the updated status as soon as your request will be managed.

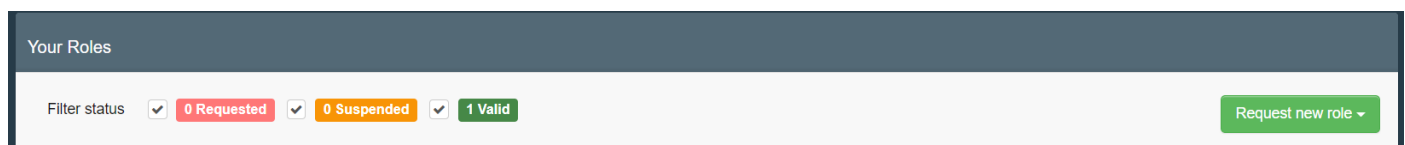
After you have requested access to LMS Plant Health NCP, your role request needs to be validated by an administrator user (users with the blue logo activated). The first user that is linked in the LMS Plant Health NCP entity has to be approved by the TRACES Helpdesk, and this user is granted automatically admin rights that allow him to validate the request of colleagues wishing to be linked to the same entity.

### As an existing TRACES user

Alternatively, if you already possess one (or more) valid role in TRACES NT, and you need to request a new role in the **LMS Plant Health NCP** entity, you may always **Request a new role** by clicking on your e-mail address icon in the upper-right part of the TRACES NT main page, and consequently, on the **Edit your profile** option.



You will then be redirected to your personal TRACES NT profile. Once here, please scroll down to the box **“Your Roles”**. From there, click on the button **Request a new role** and select **Authority**. Then, please follow the same steps as before.



- **How to create LMS operators and establishments under the Plant Health LMS Sections**

In order to create new LMS operators and establishments under the new Plant Health LMS sections, please click on **Actors** and then on the first available option, **Operators**:

Then, click on **+ New Operator**:

Enter the relevant operator's details; all mandatory fields are marked with an asterisk and need to be completed, before the operator can be saved:

- a. **Name**
- b. **Country**
- c. **City**
- d. **Address**
- e. **Phone**

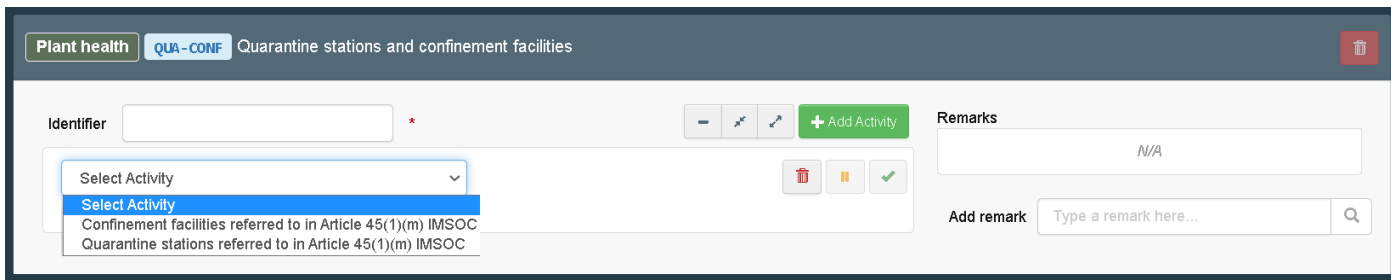


Once all the mandatory fields have been completed, click on the button **+ Add activity section** (which, at this point, will be selectable).

You will be redirected to the lower part of the page, when the box to add sections and activities will be available. From there, click on **Select Section** and two options will appear, **EU registered professional operators (EURPO)** and **Quarantine stations and confinement facilities (QUA-CONF)**, which correspond to the new LMS Plant Health Sections.

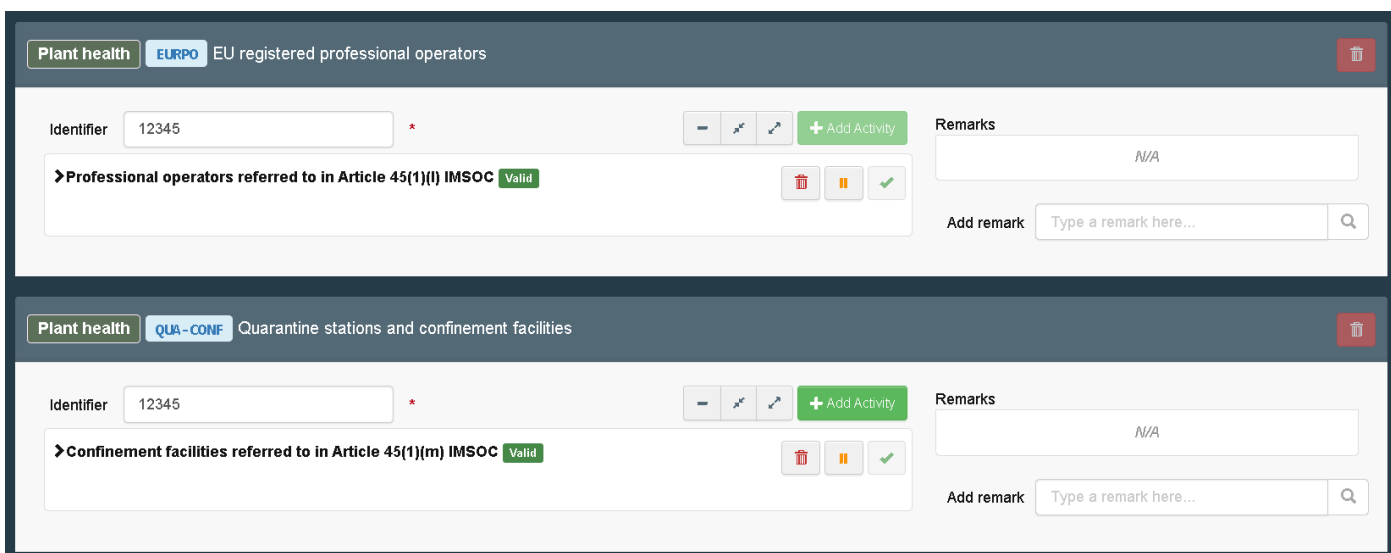
In the case of **EU registered professional operators (EURPO)**, you will have then the possibility to select the corresponding activity, as shown in the below screenshot. Please note that, along with the activity, you will have to set the relevant identifier which corresponds to the registration number. The activity and the identifier are the only mandatory details:

In the case of **Quarantine stations and confinement facilities (QUA-CONF)**, you will have the possibility to select between two corresponding activities, as shown in the screenshot below. Please note that, along with the activity, you will have to set the relevant identifier. Again, the activity and the identifier are the only mandatory details:



The screenshot shows the 'QUA-CONF' section of the interface. The breadcrumb is 'Plant health > QUA-CONF > Quarantine stations and confinement facilities'. The 'Identifier' field contains a red asterisk. A dropdown menu is open, showing three options: 'Select Activity', 'Confinement facilities referred to in Article 45(1)(m) IMSOC', and 'Quarantine stations referred to in Article 45(1)(m) IMSOC'. The 'Add Activity' button is green. To the right, there is a 'Remarks' field with 'N/A' and an 'Add remark' input field with a search icon.

After the appropriate details and section is selected, please go to the upper part of the page and click on the button **Create**. In this way, the operator will be officially created and the sections/activities previously added will be automatically set as **Valid**, as shown in the example below:



The first screenshot shows the 'EURPO' section: 'Plant health > EURPO > EU registered professional operators'. The 'Identifier' is '12345'. The dropdown shows 'Professional operators referred to in Article 45(1)(l) IMSOC' with a green 'Valid' tag. The 'Add Activity' button is green.

The second screenshot shows the 'QUA-CONF' section: 'Plant health > QUA-CONF > Quarantine stations and confinement facilities'. The 'Identifier' is '12345'. The dropdown shows 'Confinement facilities referred to in Article 45(1)(m) IMSOC' with a green 'Valid' tag. The 'Add Activity' button is green.