

Registration in the official register of professional operators or deletion from the register

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Price

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Execution deadline in working days

-

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Recipient

Any person

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Receiving restrictions

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Description:

Deadline for the submission of the request: For registration in the register - without restriction, for deletion from the register - when a person ceases to engage in plants and plant products Date of receipt of the service: Registration in the register - within ten working days after receipt of all the necessary documents, deletion from the register - within one month

Description:

Person who:

- Imports plants and plant products subject to phytosanitary control (wood, plants for planting, cut flowers and branches, vegetables, fruit, potatoes, soil, substrate, grain) from countries not members of the European Union
- grow potatoes in areas greater than one ha or market potatoes
- grow plants or produce plant products for the distribution of which plant passports are required
- is the owner or host of *Erwinia amylovora* host plants (apple trees, pears, nipples, duckskins)
- heat treatment and labelling of wood and wood packaging material
- produce wood packaging material, undergo heat treatment and label it
- manufactures wood packaging material from heat-treated wood and packaging material
- Repair or recycle heat-treated (labelled) wood packaging material

Get a service

On-site

The official register of professional operators must be registered with natural and legal persons who:

- import, export, transfer plants, plant products and other objects requiring a phytosanitary certificate or plant passport;
- wishes to label wood packaging material in accordance with the International Standard for Phytosanitary Measures ISPM 15;
- grow potatoes in areas greater than one ha or where potatoes are intended for marketing;
- are owners or possessors of the commercial booms referred to in the regulatory enactments regarding combating bacterial lighting and limiting distribution.

If a person registered in the official register of Professional Operators ceases operations with plants and plant products, he or she shall submit a submission to the State Plant Protection Service regarding the termination of the relevant activity and the deletion from the register.

[Process description](#)

[Related documents](#)

[Payments](#)

Process description

Service requests

E-service

- Customer authenticates to the e-services site of the agricultural sector and submits documents

Information on completing and submitting an e-service application is available in the "E-Service User Guide" (see "Documents and Forms").

E-mail

- the customer sends the documents to the e-mail address of the State Plant Protection Service or to the official electronic address
- documents must be signed with a secure electronic signature

Mail

- Customer sends documents by mail

In person

- the customer arrives at the State Plant Protection Service or its regional department and submits documents

If a person wishes to carry out labelling of wood packaging material, the following shall be submitted in addition:

- application regarding the granting of a permit for labelling of wood packaging material
- storage area and storage plans
- a copy of the conformity document issued by the certifying authority (to be attached if the person undergoes the thermal treatment of wood)
- description of the process of heat treatment of wood and wood packaging material and of the process of manufacturing and labelling of wood packaging material (instruction)

The State Plant Protection Service shall:

- review the documents submitted;
- take a decision on the registration of a person in the Official Register of Professional Operators;
- assign the official registration number;

Or

- decide to remove a person from the official register of Professional Operators.

Payment of state fee

- before the receipt of the service, the State fee of EUR 7.11 (for registration in the register) must be paid in accordance with Cabinet Regulation No. 139 of 20 February 2007, Regulations regarding the State fee rates and the procedures for payment thereof regarding the holding of the register of plant protection products, the register of plant and plant products subject to phytosanitary control and the register of wood packaging labels sub-paragraph 3.1.
- no national fee should be paid for removal from the register.

State Fee Properties

Consignee: Treasury

Registration No 90000050138

Account No. LV37TREL1060160919900

Bank: Treasury

BIC: TRELLV22

Notes: Revenue classification code 9.1.9.9.

Objective: Evaluation of the application for registration of a person in the Official Register of Professional Operators (name or surname of the operator must be indicated)

Receipt of services

E-service

- Customer authenticates to the e-services site of the agricultural sector and receives a decision

E-mail

- the customer receives a decision to the official e-mail address or e-mail address specified

Mail

- Customer receives a decision to the specified mail address

In person

- customer arrives at the State Plant Protection Service and receives a decision

Get a service

On-site

<https://www.vaad.gov.lv/en/services/registration-official-register-professional-operators-or-deletion-register>