The purpose of the Guidelines for Multiplication Abroad is to identify responsibilities of each party in the seed multiplication process, starting with the National Designated Authority (NDA) of the country of registration, the NDA of the country of multiplication, the company sending the seed, and the company conducting multiplication. Annex 1 provides specific guidelines for hybrid varieties.
RESPONSIBILITIES OF THE DESIGNATED AUTHORITY OF THE COUNTRY OF REGISTRATION

- On request from the country of multiplication, provide the official description of the variety or of the parental components in the case of a hybrid variety. In the case of a variety undergoing registration testing, the description will be provisional.

- On request from the country of multiplication, provide a part of the official definitive sample or part of an approved annual standard sample of the variety or of the parental components in the case of a hybrid variety.

- Be satisfied, after consulting the maintainer if necessary, that the variety is likely to remain true to its description under the conditions proposed.

- *Verify the identity of the seed lot to be multiplied.

- *Decide whether more than one generation of increase should be permitted in the country of multiplication, if felt necessary, after consulting the maintainer and/or the company sending the seed for multiplication (e.g. Pre-basic to basic to first generation).

- *Decide the maximum number of multiplication cycles permissible (e.g. Pre-basic1 to Pre-basic2 to Pre-basic3).

- For crops where more than one seed harvest is possible from one sowing, define the number of harvests that are permissible (e.g. Basic to first generation for more than one harvest).

- Communicate the arrangements for the multiplication to the NDA in the country of multiplication.

- Include the outcome of points marked * in the arrangements for the multiplication communicated to the NDA in the country of multiplication.

- Conduct post-control testing on samples of multiplication category seed produced in the country of registration of the variety.

- Notify the NDA in the country of multiplication of any adverse findings in the post-control testing of the seed sent for multiplication.
RESPONSIBILITIES OF THE DESIGNATED AUTHORITY OF THE COUNTRY OF MULTIPLICATION

- Implement the OECD Seed Scheme in relation to the multiplication and seed production.

- Confirm the eligibility of the seed to sow for OECD certification by ensuring that the appropriate OECD labels were attached to the seed containers and/or an OECD certificate was issued by the country that certified the seed.

- In the absence of an OECD certificate and/or OECD labels (e.g. Breeders seed), there must be direct communication with the Designated Authority in the country of registration for confirming the eligibility of the seed for multiplication according to OECD Rules.

- If required for use during the certification process, request a copy of the official description from the NDA in the country of registration of the variety.

- In the case of a variety undergoing registration testing, the descriptions will be provisional.

- If required for use during the certification process, request a sub-sample taken from the official definitive sample or an approved annual standard sample of the variety or the parental components is available by an appropriate closing date to be used to sow control plots to provide authentic reference of the variety or of the parental components as comparison with the seed sown in the multiplication.

- Arrange for the inspection of the crop to be carried out at the correct growth stage.

- Make the official or provisional description available to the seed crop inspectors before inspection takes place.

- Make the official or provisional description available to the control plot recorders before control plot recording takes place.

- Notify crop inspectors and companies of any adverse findings from control plots of the seed now being multiplied.

- Notify the NDA in the country of registration of any adverse findings from plots or crop.

- The National Designated Authority may check that all practicable steps to ensure that the identity and varietal purity of the seed have been maintained between harvest and the fastening and labelling.

- Ensure that the appropriate OECD labels are attached to the containers of the produced seed lots.
RESPONSIBILITIES OF THE COMPANY SENDING SEED FOR MULTIPLICATION

- Ensure that the seed sent is eligible for the intended multiplication. For example OECD certified with correct labelling and sealing. Make arrangements with multiplying company in country of multiplication.

- Notify the NDA of country of registration of details of proposed multiplication well in advance of the start of multiplication, either the company is situated in the country of registration or in another country. The details of the intended multiplication should be as follows:
  - Species and variety,
  - Seed quantity,
  - Seed category to be sown as well as its certification country,
  - Category of the produced seed, and
  - Country of seed multiplication, title and address of the multiplication company.

- Notify the NDA in country of registration (or country conducting registration) of any special conditions attached to the multiplication

- Arrange for any necessary sample to be taken before dispatch, i.e. samples necessary for the purposes of certification, seed testing, and phytosanitary tests.

- Ensure that the company engaged to multiply the seed is aware of the requirement for certification of the seed being produced and any other commercial arrangements.
RESPONSIBILITIES OF THE COMPANY CONDUCTING MULTIPLICATION

- Notify the NDA in country of multiplication sufficiently in advance of the multiplication to allow time for requests for and receipt of official definitive samples and descriptions before sowing time.

- Make the whole of the seed lot received available for official sampling and any other necessary checks.

- Enter the crop in the OECD certification scheme of the country of multiplication and ensure that the grower is aware of the relevant requirements for OECD certification. For example the grower will need to:
  - Undertake cultural care (e.g. isolation, weed control) of the crop,
  - Give reasonable access to the crop for crop inspectors,
  - Retain the label(s) from each seed lot sown in the crop for presentation to the crop inspector on request, and
  - Ensure the identity of the harvested seed is maintained during harvest, transport and processing and make it available for sampling / official sealing.
ANNEX 1: GUIDELINES FOR HYBRID VARIETIES

Where a hybrid variety or the parental lines of a hybrid variety are the subject of a multiplication abroad, the following actions should be completed as necessary and in addition to those in the basic guidelines.

Responsibilities of the Designated Authority of the country of registration

- Where available supply a copy of the variety pedigree which includes the relationship of the parental material to the final variety, if relevant. This information should be marked “Confidential not for distribution”.

- Specify the function of each seed lot supplied. E.g. Male parent, female parent, maintainer line for parental material.

- For seed without OECD labels verify the certification status of each seed lot, contact the NDA in the country which produced the seed lot, if it has not been produced in the country of registration.

- State any special conditions needed to produce a satisfactory seed crop, e.g.
  - A chemical hybridising agent is to be applied,
  - Separated pollen producing rows and seed bearing rows,
  - Removal of pollen donor parental plants before harvest.

Responsibilities of the Designated Authority of the country of multiplication:

- Check the seed crop is grown in accordance with the variety pedigree and any special conditions are complied with.

- Check the seed lots supplied perform the functions indicated in the variety pedigree.

- Maintain the confidentiality of the variety pedigree.

Responsibilities of the Designated Authority(ies) of the country(ies) which produced the seed for multiplication:

- When requested, either by the country of registration or the country of multiplication, verify and confirm the seed lot supplied meets the standards for the required multiplication category

- Notify the country of registration of any control plot or other test findings which would adversely affect the multiplication.
Responsibilities of the company sending seed for multiplication

• Provide specifications of the seed production process for the company conducting the multiplication.

Responsibilities of the company conducting multiplication

• Ensure that all specifications for the conduct of the multiplication are followed including any special conditions needed to produce a satisfactory seed crop, e.g.
  – A chemical hybridising agent is to be applied,
  – Separated pollen producing rows and seed bearing rows,
  – Removal of pollen donor parental plants before harvest.