

Part 540 – Operation and Management

Subpart D – Exhibits

540.78 Checklist for Plant Selection Studies

The following checklist may be used to track the progress of a Plant Selection Study and to identify the proper order for items to be completed when making a plant release.

	Item	Date Completed
1.	A study plan has been prepared to identify the goals of the release.	
2.	Adequate consideration has been given to existing releases or commercial availability of the species to avoid duplication of efforts.	
3.	Collection strategies to meet the objective have been well thought out and are defensible to meet the purpose of the release.	
4.	Evaluation data has been summarized showing justification for this release.	
5.	Advanced evaluation documentation has been prepared.	
6.	The plant being released has been adequately identified as to genus, species, and subspecies, if appropriate.	
7.	The plant has undergone the Environmental Evaluation process and will not pose significant adverse effects on the environment. The release has been subjected to the considerations referenced in Sections 540.33(A)(3) and Section 540.83.	
8.	The cultivar or pre-varietal name has received clearance from the NPMC.	
9.	The approved name and new release is being registered with the appropriate authorities per Section 540.34(D)(6).	
10.	Consideration has been given to the desirability of seeking protection under the PVPA or patent statute.	
11.	Adequate seed, plants, or other propagules are available to meet expected demand by commercial producers.	
12.	A date has been estimated when seed or plants will be available commercially, which will serve as a public release date for promotional purposes.	
13.	The NPMC has been contacted regarding long-term storage of material in the National Plant Germplasm System.	

Title 190 – National Plant Materials Manual

	Item	Date Completed
14.	An information campaign has been developed to promote the new release, as per Section 540.34(H). This is to include a schedule for special demonstration plantings (Section 540.17(D)), if any are planned.	
15.	A release notice has been prepared.	
16.	A release brochure has been prepared.	
17.	An existing Plant Fact Sheet or Plant Guide has been updated to include the new release or a new document prepared for the species.	
18.	A Conservation Plant Characteristics worksheet has been completed for the new release and submitted to the National Plant Data Center.	
19.	The PM Package has been provided to the PM Release Committee through a NTC Plant Materials Specialist for review.	
20.	All required signatures for the notice have been obtained. Note: The release is official on the date of the last signature, which is always the Director, ESD.	
21.	A paper copy of all documentation for the release (including evaluation documentation, cultivar name registration forms, signed release notice, and any articles, release brochures, and planting guides) has been distributed to cooperators on the release, and an electronic copy of these materials has been sent to the NPL.	