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**United States  
Department of  
Agriculture**

Animal and Plant  
Health Inspection  
Service

Plant Protection and  
Quarantine

Emergency and  
Domestic Programs

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To the CAPS Community:

I would like to announce the publication of the Cooperative Agricultural Pest Survey (CAPS) 2012 National Survey Guidelines. The [2012 Guidelines](#) can be found on the CAPS Resource & Collaboration web site (<http://caps.ceris.purdue.edu/>) under the Guidelines link in the CAPS ribbon on the left-hand side of the page.

The 2012 Guidelines retain the focus, format, policy, and philosophy of the 2011 Guidelines. The Guidelines are centered on the 'bundled survey' concept for efficiency and economy of survey. The emphasis is on surveys based not only on commodities, but also environments, habitats, industries, businesses, and the continuum along pest introduction pathways. The State CAPS Committees are charged with creating bundled surveys that best fit the pest risk, agriculture, and environment of their state or region in their efforts of early detection of exotic pests. A pathway approach to planning and conducting surveys always is strongly encouraged.

The CAPS Program is continually evolving. Ideas, suggestions, and comments from the National CAPS Committee and their constituencies, as well as discussions at the National CAPS Conference in Kansas City and with stakeholders throughout the year have been discussed and incorporated into this year's Guidelines. Some changes from the 2011 Guidelines consist of small clarifications, others may involve a cultural shift in the way we collect, manage, and report data. Some highlights to the 2012 National Survey Guidelines are:

- ❖ The roles and responsibilities of those in the CAPS program have been updated in Appendix B based on peer group discussions at the 2010 CAPS Conference.
- ❖ Cotton and Stone Fruit Commodity Surveys are new for 2012, and will be available for funding under Priority Surveys. The documents supporting these surveys will be available soon. The list of pests for each can be found in Appendix G-1.
- ❖ The CAPS Approved Survey Methods web page continues to be updated to represent the latest scientific information. A separate web page has been developed for the 2012 Guidelines ([http://caps.ceris.purdue.edu/approved\\_methods/2012](http://caps.ceris.purdue.edu/approved_methods/2012)). At the same time, the Approved Methods page associated with the 2011 Guidelines is still available. Negative data validation will continue to be implemented based on the Guidelines for that year. Additional guidance for select taxonomic groups can be found in Appendix N.



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- ❖ There were many changes to the various pest lists for the 2012 Guidelines. These include additions and subtractions, as well as taxonomic and other changes. The changes are listed in Appendix M-2. Note: When filling out the J-3 spreadsheet, please strive to enter the correct spelling of each pest.
- ❖ In the 2011 Guidelines, the list of pests in Appendix G-2 was the Analytical Hierarchy Process (AHP) Prioritized List, and presented in a prioritized order. For 2012, the pests in this list in Appendix G-2 similarly are from the 2012 AHP Prioritized List, but presented instead in alphabetical order. Based on discussions within the National CAPS Committee (NCC), it was decided to present the pests in the 2012 AHP Prioritized list in alphabetical order, and to rename the list Pests of Economic and Environmental Importance. There is some concern that the ranking may not reflect a proper prioritization due to differences in taxon (insects vs. plant pathogens, etc.) and lack of an explicit pathway component in the present AHP model. As such, the NCC felt that it would be best to present the pests in the 2012 AHP list not in prioritized order. These pests can be found in prioritized order in Appendix D for reference.
- ❖ The use of standardized reporting templates for both Infrastructure and Survey will be required for 2012 agreements. These standardized templates are a result of working group discussions and discussions at the 2010 CAPS Conference in Kansas City. The NCC accepted the templates and recommended that they be used for 2012 surveys. The reporting templates can be found in the new Appendix P. The templates can be used for reporting 2011 accomplishments if desired.
- ❖ Data requirements have undergone some changes since last year. The Agency will be capturing all data collected by PPQ and PPQ-funded agreements in the Integrated Plant Health Information System (IPHIS). However, given the complexities of the CAPS program, we are not yet at the point where all CAPS surveys can be fully incorporated into IPHIS. CAPS leadership is working with the IPHIS staff to assure full CAPS functionality will be provided in IPHIS. The plan is for all CAPS data to be entered into IPHIS for the 2012 field season. The CAPS community will be kept informed, via the NCC and other venues, as IPHIS survey templates and other tools become available for use in CAPS.
- ❖ Administrative language in the Guidelines has been updated to match the language and requirements of the cooperative agreements.
- ❖ When developing budgets for Infrastructure and Survey, guidance has been added to the Guidelines to place personnel costs and other items associated with a survey in the Survey budget, not Infrastructure. Infrastructure should only include the support of

the State Survey Coordinator and equipment needed for that position to accomplish their duties. Costs associated with a survey should be placed in the Survey budget.

If you have any questions regarding the 2012 National Survey Guidelines, feel free to discuss the matter with your representative on the NCC. The CAPS Program Managers also are available to answer any questions.

If you have any concerns or suggestions on how to improve the CAPS program, please contact the National Program Manager, Dr. John Bowers at Area Code (301) 734-3769, by email at [John.Bowers@aphis.usda.gov](mailto:John.Bowers@aphis.usda.gov), or email the Director of the Pest Detection Program, Dr. Matt Royer, at [Matthew.H.Royer@aphis.usda.gov](mailto:Matthew.H.Royer@aphis.usda.gov), or contact the Regional CAPS Program Managers - Dr. Brian Kopper (Eastern Region) by email at [Brian.J.Kopper@aphis.usda.gov](mailto:Brian.J.Kopper@aphis.usda.gov), or Kristian Rondeau (Western Region) by email at [Kristian.C.Rondeau@aphis.usda.gov](mailto:Kristian.C.Rondeau@aphis.usda.gov).

Sincerely,

*/s/John H. Bowers*

John H. Bowers, PhD  
National Program Manager  
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cc: Matthew Royer  
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