

# PROPERTY FREEDOM OF PLANTS FOR SPIRALING WHITEFLY

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*Businesses accredited for this Operational Procedure will be forwarded a copy of any reissues or revisions on release.*

Authorised: .....



ICA Project Leader

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**PROPERTY FREEDOM OF PLANTS FOR SPIRALING WHITEFLY**

## 1. PURPOSE

The purpose of this procedure is to describe -

- (a) the applicable standards and principles of operation; and
- (b) the responsibilities and practices of personnel;

that apply to certification of property freedom of plants for Spiraling Whitefly under an Interstate Certification Assurance (ICA) arrangement.

## 2. SCOPE

This procedure covers all certification of plants for property freedom for Spiraling Whitefly from a business operating under an ICA arrangement in Queensland.

This procedure is applicable where the requirements specified in section [6. Requirement](#) are a specified condition of entry of an interstate quarantine authority for Spiraling Whitefly.

***Certification of property freedom of plants for Spiraling Whitefly under this Operational Procedure may not be an accepted entry condition for all plants to all intrastate and interstate markets.***

***Some intrastate or interstate markets may require additional quarantine certification for pests and diseases other than Spiraling Whitefly as a condition of entry.***

***It is the responsibility of the business consigning the plants to ensure compliance with all applicable quarantine requirements.***

***Information on intrastate and interstate quarantine requirements can be obtained from the ICA Supervisor for your district.***

## 3. REFERENCES

**WI-02** *Guidelines for Completion of Plant Health Assurance Certificates*

## 4. DEFINITIONS

**accredit** means to accredit persons to issue Assurance Certificates under section 21 of the *Plant Protection Act 1989*.

**Application for Accreditation** means an *Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement* [FDU 385].

**Assurance Certificate** means a *Plant Health Assurance Certificate* [FDU 384].

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<b>Authorised Signatory</b>	means an officer of an ICA accredited business whose name and specimen signature is provided as an authorised signatory with the business's Application for Accreditation.
<b>Authorised Inspection Person</b>	means a person who is trained in the detection and recognition of Spirling Whitefly and is authorised by the accredited business to conduct Spirling Whitefly inspections on their behalf.
<b>business</b>	means the legal entity responsible for the operation of the facility and ICA arrangement detailed in the business's Application for Accreditation.
<b>Certification Assurance</b>	means a voluntary arrangement between the Department of Primary Industries and a business that demonstrates effective in-house quality management and provides assurance through documented procedures and records that produce meets specified requirements.
<b>certified/certification</b>	means covered by a valid <i>Plant Health Assurance Certificate</i> [FDU 384].
<b>facility</b>	means the location where ICA system records are stored and the plant certification and dispatch operations covered by the ICA arrangement are carried out.
<b>ICA</b>	means Interstate Certification Assurance.
<b>Inspector</b>	means an inspector appointed under the <i>Plant Protection Act 1989</i> .
<b>Interstate Certification Assurance</b>	means a system of Certification Assurance developed to meet the requirements of State and Territory governments for the certification of produce for interstate and intrastate quarantine purposes.
<b>nonconformance</b>	means a nonfulfilment of a specified requirement.
<b>plant</b>	means living plants and parts of plants but excludes seeds, fruit, underground parts and dried or processed plant materials.
<b>property</b>	means one or more contiguous parcels of land (lots on plan etc), owned or leased by the applicant business, that are managed as a unit and isolated from any other parcel of land owned or leased by the same business.
<b>source property</b>	means a property owned or leased by the applicant business where plants are grown, stored or packed prior to certification under this Operational Procedure.
<b>Spiraling Whitefly</b>	means all stages of the species <i>Aleurodicus dispersus</i> .
<b>SW</b>	means Spirling Whitefly.

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## 5. RESPONSIBILITY

*These position titles have been used to reflect the responsibilities of staff under the ICA arrangement. These positions may not be present in all businesses, or different titles may be used for staff who carry out these responsibilities. In some businesses one person may carry out the responsibilities of more than one position.*

The **Certification Controller** is responsible for -

- representing the business during audits and other matters relevant to ICA accreditation;
- training staff in their duties and responsibilities under this Operational Procedure;
- ensuring the business and its staff comply with their responsibilities and duties under this Operational Procedure;

**PART A** (covering property identification and property freedom inspection)

- ensuring the business has current accreditation for an ICA arrangement under Part A of this Operational Procedure (refer [7.1](#));
- maintaining a property plan for each source property on which plants are grown for certification under this Operational Procedure (refer [7.2](#));
- maintaining a *Register of Authorised Inspection Persons* (refer [7.3.1](#));
- ensuring each property covered under the scope of the ICA arrangement is inspected at least every four weeks for the presence of Spiraling Whitefly (refer [7.3.3](#));
- maintaining Spiraling Whitefly property freedom inspection records (refer [7.3.4](#));
- taking action following detection of Spiraling Whitefly on any source property or surrounding property within 1 km of the boundaries of a source property (refer [7.4](#));
- ensuring plants moved from one Spiraling Whitefly free property to another are transported under secure conditions (refer [7.6](#));

**PART B** (covering plant receipt, property freedom certification and dispatch)

- ensuring the business has current accreditation for an ICA arrangement under Part B of this Operational Procedure (refer [7.1](#));
- ensuring plants received for certification which have been grown on another property during the 12 weeks prior to certification are covered by a valid *Property Freedom Declaration for Spiraling Whitefly* from a business accredited under Part A of this Operational Procedure (refer [7.7](#));
- ensuring plants received for certification which have been grown on another property during the 12 weeks prior to certification have been transported under secure conditions (refer [7.7.1](#));
- ensuring certified plants dispatched from the facility are isolated from uncertified plants to prevent cross-infestation by Spiraling Whitefly (refer [7.9.4](#)).

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**Authorised Inspection Persons** are responsible for -

- inspecting all source properties for freedom from Spiraling Whitefly at least every 4 weeks prior to certification under this Operational Procedure (refer [7.3.3](#));
- immediately advising the Certification Controller of any detection or suspected detection of Spiraling Whitefly on a source property (refer [7.4](#)).

The **Authorised Dispatcher** is responsible for -

- ensuring all packages covered by an Assurance Certificate issued by the business under this Operational Procedure are identified (refer [7.9.1](#));
- maintaining copies of all Assurance Certificates issued by the business under the ICA arrangement (refer [7.9.3](#)).

**Authorised Signatories** are responsible for -

- ensuring, prior to signing and issuing an Assurance Certificate, that produce covered by the certificate has been prepared in accordance with the business's ICA arrangement and that the details on the certificate are true and correct in every particular (refer [7.8](#) and [7.9.2](#)).

## 6. REQUIREMENT

Plants certified for property freedom for Spiraling Whitefly under this Operational Procedure must comply with the following requirements:

1. Grown for a minimum of 12 weeks\* on a property inspected at least every 4 weeks and found free of Spiraling Whitefly.

*(\* or the entire life of the plant where the plant is less than 12 weeks old.)*

2. Grown on a property the boundaries of which are located more than 1 km from a known infestation of Spiraling Whitefly.

**For Western Australia only -**

3. Grown on a property that has never been infested with Spiraling Whitefly.

***New South Wales, Victoria and Tasmania require certification of Spiraling Whitefly freedom for:***

- (a) live plants and parts of plants intended for propagation but not fresh cut flowers and foliage, seeds, fruit, underground parts or dried or processed plant materials;***
- (b) grown and packed within 10 km of a Spiraling Whitefly infestation.***

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**Western Australia requires certification of *Spiraling Whitefly* freedom for:**

- (a) live plants and parts of plants, fresh cut flowers and foliage but not seeds, fruit, underground parts or dried or processed plant materials;**
- (b) grown and packed within 500 km of a *Spiraling Whitefly* infestation.**

**The Northern Territory requires certification of *Spiraling Whitefly* freedom for:**

- (a) live plants and parts of plants, fresh cut flowers and foliage but not seeds, fruit, underground parts or dried or processed plant materials;**
- (b) grown and packed anywhere in Queensland.**

**South Australia does not require certification of plants for *Spiraling Whitefly*.**

**Please note, interstate quarantine entry requirements may change without notice. Accredited businesses should check with the ICA Supervisor for their district or the relevant interstate quarantine authority for information on current quarantine entry requirements for *Spiraling Whitefly*.**

**The Department of Primary Industries and interstate quarantine authorities maintain the right to inspect certified produce at any time and to refuse to accept an assurance certificate where produce is found not to comply with specified requirements.**

## **7. PROCEDURE**

### **7.1 Accreditation**

#### **7.1.1 Application for Accreditation**

A business seeking accreditation for an ICA arrangement under this Operational Procedure shall make application for accreditation (refer [Attachment 1](#)) at least 10 working days prior to the intended date of commencement of operation under the ICA arrangement.

If the business only inspects properties for freedom from *Spiraling Whitefly* for plants to be certified by another business, then Part A is to be indicated on the application and a property plan attached (refer [7.2 Property Plan](#)).

If the business receives, certifies and dispatches plants grown on other business's properties, then Part B is to be indicated on the application.

If the business inspects properties for freedom from *Spiraling Whitefly*, and certifies and dispatches plants, then Part A and Part B are to be indicated on the application and a property plan attached.



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## **7.1.2 Audit Process**

### ***Initial Audit***

Prior to accrediting a business, an initial audit of the business is carried out to verify the ICA system is implemented and capable of operating in accordance with the requirements of the Operational Procedure, and the system is effective in ensuring compliance with the specified requirements of the ICA arrangement.

The ICA Auditor shall inspect each source property for freedom from Spiraling Whitefly at the initial audit and assess the training and competency of nominated Authorised Inspection Persons (refer [7.3.1 Authorised Inspection Persons](#)) in the identification of Spiraling Whitefly and property freedom inspection technique.

On completion of a successful initial audit, applicants will be granted provisional accreditation and posted a Certificate of Accreditation (refer [7.1.3 Certificate of Accreditation](#)).

### ***Compliance Audits***

Compliance audits are conducted to verify that the ICA system continues to operate in accordance with the requirements of the Operational Procedure.

Compliance audits are, wherever practical, conducted when the ICA system is operating.

A compliance audit is conducted within four weeks of the commencement of certification under the ICA arrangement by the business.

The ICA Auditor shall inspect each source property for freedom from Spiraling Whitefly at each compliance audit.

On completion of a successful compliance audit, annual accreditation is granted to cover the current season, up to a maximum of twelve months from the date of provisional accreditation, and a new Certificate of Accreditation issued (refer [7.1.3 Certificate of Accreditation](#)).

A compliance audit is conducted between six and nine months after the date of accreditation for an ICA arrangement that operates for more than six months of the year.

Random audits are conducted on a selected number of accredited businesses each year. Random audits may take the form of a full compliance audit, or audits of limited scope to sample treatment mixtures, certified produce, ICA system records or ICA system documentation.

Unscheduled compliance audits may be conducted at any time to investigate reported or suspected nonconformances.



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***Re-Accreditation***

Accredited businesses are required to re-apply for accreditation each year the business seeks to operate under the ICA arrangement. Businesses seeking re-accreditation must lodge a renewal application prior to accreditation lapsing, or if accreditation has lapsed, prior to commencing further certification of produce under the ICA arrangement.

A compliance audit is conducted within twelve weeks of the commencement of certification under the ICA arrangement by the business each year.

A compliance audit is conducted between six and nine months after the date of re-accreditation for an ICA arrangement that operates for more than six months of the year.

**7.1.3 Certificate of Accreditation**

An accredited business will receive a *Certificate of Accreditation for an Interstate Certification Assurance Arrangement* detailing the scope of the arrangement including –

- the facility location;
- the Operational Procedure covered;
- the type of produce covered;
- other restrictions on the accreditation; and
- the period of accreditation.

The business must maintain a current Certificate of Accreditation and make this available on request by an Inspector.

**A business may not commence or continue certification of produce under the ICA arrangement unless it is in possession of a valid and current Certificate of Accreditation for the facility, procedure and produce type covered by the Assurance Certificate.**

## **PART A** -(Covers property identification and property freedom inspection)

### **7.2 Property Plan**

The Certification Controller shall maintain a property plan for each source property. A 'source property' means a property owned or leased by the applicant business where plants are grown, stored or packed prior to certification under this Operational Procedure.

***A business may elect to define a 'source property' as only a portion of a larger area of land owned or leased by the business. However, the boundaries of the 'source property' must be clearly defined on the property plan and must include all areas where plants are grown, stored or packed for certification under this Operational Procedure.***

The property plan shall comprise of a diagram of the layout of the source property including the following features –

- (a) road access including street names;
- (b) internal roadways within the property;
- (c) the location and identification of buildings on the property (eg office, house, equipment and potting sheds, and permanent shadehouse structures etc)
- (d) the size and location of all open and covered plant growing areas;
- (e) the real property description of each parcel of land that is part of the property; and
- (f) a statement that the property has been inspected by an Authorised Inspection Person and found free of Spiraling Whitefly.

A copy of the business's property plan(s) shall be included with the business's Application for Accreditation (refer [7.1.1 Application for Accreditation](#)).

A blank Property Plan is included as [Attachment 3](#) and should be copied for completion and inclusion with the business's Application for Accreditation.

### **7.3 Property Freedom Inspection for Spiraling Whitefly**

#### **7.3.1 Authorised Inspection Persons**

The business shall train one or more Authorised Inspection Persons in the detection and recognition of Spiraling Whitefly.

The names, date of training and specimen signatures of each Authorised Inspection Person shall be included on a *Register of Authorised Inspection Persons* maintained by the business (refer [Attachment 4](#)).

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### **7.3.2 Inspection Equipment**

The business shall maintain inspection equipment such as a hand lens, microscope or other device that provides X10 or greater magnification for examination of suspect plants.

Reference material including photographs/illustrations of Spiraling Whitefly shall be maintained and made available to inspection staff by the business.

### **7.3.3 Property Freedom Inspection Procedure**

#### ***Frequency of Inspection***

The business shall inspect each source property covered by the ICA arrangement for the presence of Spiraling Whitefly –

- (a) prior to the business's initial application for accreditation under this Operational Procedure (refer [7.1.1 Application for Accreditation](#)); and
- (a) at intervals of not more than four weeks thereafter.

#### ***Inspection Methodology***

Property freedom inspection shall only be undertaken by persons included on the *Register of Authorised Inspection Persons* (refer [7.3.1 Authorised Inspection Persons](#)).

Property freedom inspection shall comprise an inspection of all production and non-production areas within the source property boundaries. The whole property shall be inspected on the same day.

The Authorised Inspection Person(s) shall inspect the upper and lower sides of the leaves of a selection of plants within each area of the source property. Emphasis shall be placed on inspection of major Spiraling Whitefly host plant species on the property (refer [Attachment 9 Identification of Spiraling Whitefly](#)), any plants recently brought onto the property and the boundaries of the property.

Plants must be free of any visible symptoms of Spiraling Whitefly including white flocculence from egg laying, or the presence of adults, nymphs or eggs of Spiraling Whitefly, whether living or dead.

Information on the life cycle, host range and identification of Spiraling Whitefly is given in .

The presence of white flocculence on the tops or undersides of leaves, or presence of adult insects similar to those shown in [Attachment 9](#), shall be regarded as evidence of Spiraling Whitefly infestation until determined otherwise by an officer of the Department of Primary Industries (refer [7.4 Action Following Detection of Spiraling Whitefly](#)).

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### 7.3.4 Property Freedom Inspection Records

The Certification Controller shall maintain records of the results of all Spiraling Whitefly property freedom inspections.

Inspection records shall be in the form of a *Spiraling Whitefly Property Freedom Inspection Record* (refer [Attachment 5](#)) or a record which captures the same information.

Property freedom inspection records must include –

- the name and Interstate Produce (IP) Number of the business that is accredited under Part A of this Operational Procedure that is responsible for the property the subject of the property freedom inspection;
- the street address of the property inspected;
- the date of the property inspection;
- the inspection result including the presence or absence of Spiraling Whitefly;
- the name and signature of the Authorised Inspection Person(s) that carried out the property freedom inspection.

An example of a completed *Spiraling Whitefly Property Freedom Inspection Record* is shown as [Attachment 6](#).

## 7.4 Action Following Detection of Spiraling Whitefly

### 7.4.1 Detection of Spiraling Whitefly on a Source Property

The Certification Controller shall be immediately advised of any detection or suspected detection of Spiraling Whitefly on any source property covered by the ICA arrangement whether during a property freedom inspection or at any other time.

Following a detection or suspected detection of Spiraling Whitefly on a source property, the Certification Controller shall take the following actions –

- (a) immediately **cease certification** under the ICA arrangement of any plants grown on the source property or any other source property the boundaries of which are within 1 km of the source property on which Spiraling Whitefly is detected, including any plants which have been prepared for certification but which remain on the property;
- (b) as soon as practical and not more than 24 hours from the time of the detection, the detection shall be **reported to the DPI ICA Supervisor** for the district in which the ICA arrangement operates.

Following advice of a detection or suspected detection of Spiraling Whitefly, the ICA Supervisor shall inspect the affected source property and the plants suspected as being infested with Spiraling Whitefly. Where necessary, the ICA Supervisor shall have samples examined by an entomologist for confirmation of the pest's identification.

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If the presence of Spiraling Whitefly is confirmed, the business will **cease all certification of plants** from the infested source property, or any other source property covered by the ICA arrangement the boundaries of which are within 1 km of the infested property.

Certification under this Operational Procedure may not recommence until the ICA Supervisor for the district confirms in writing that the infestation on the source property has been eradicated and that the business may recommence certification from the source property under the ICA arrangement (refer [7.4.3 Spiraling Whitefly Eradication](#)).

If the ICA Supervisor confirms that the suspected infestation is not Spiraling Whitefly, the business may recommence certification of plants grown on the source property under this Operational Procedure.

#### **7.4.2 Detection of Spiraling Whitefly on a Surrounding Property**

If an infestation of Spiraling Whitefly is detected on a surrounding property, the ICA Supervisor for the district will advise all businesses accredited under this Operational Procedure which have properties with boundaries within 1 km of the infested property.

Following advice of the detection of Spiraling Whitefly on a surrounding property with boundaries within 1 km of a source property, the Certification Controller shall immediately **cease certification** of any plants grown on that source property, including any plants which have been prepared for certification but which remain on the property.

Certification may not recommence until the ICA Supervisor for the district confirms in writing that the Spiraling Whitefly infestation on the surrounding property has been eradicated and that the business may recommence certification of plants grown on the source property under the ICA arrangement (refer [7.4.3 Spiraling Whitefly Eradication](#)).

***Plants grown on properties that have lost their property free status may be certified under an alternative quarantine entry requirement such as the ICA Operational Procedure 'Inspection and Treatment of Plants for Spiraling Whitefly' [ICA-35].***

#### **7.4.3 Spiraling Whitefly Eradication**

An accredited business may attempt eradication of Spiraling Whitefly on a property on which Spiraling Whitefly infestation has been confirmed.

A DPI Inspector may reinstate the Spiraling Whitefly free status of a property by inspecting the property and finding it free of Spiraling Whitefly on at least two occasions a minimum of 12 weeks apart.

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Reinstatement of property freedom must be confirmed in writing by the ICA Supervisor for the district prior to the business recommencing certification of plants grown on the property under this Operational Procedure.

*Western Australia requires that plants certified for property freedom from Spiraling Whitefly must be grown on a property that has never been infested with Spiraling Whitefly (refer [6. Requirement](#)).*

*Reinstatement of the Spiraling Whitefly free status of properties on which Spiraling Whitefly infestation has been confirmed does not apply to the certification of plants consigned to Western Australia.*

## **7.5 Property Freedom for Spiraling Whitefly for Plants Sourced From Another Property**

An accredited business that wishes to certify and dispatch plants under this Operational Procedure which have been grown on another property within the last 12 weeks, must source those plants from another business accredited for an ICA arrangement under Part A of this Operational Procedure.

The accredited business that initially grew the plants shall provide the certifying business with a *Property Freedom Declaration for Spiraling Whitefly* (refer [Attachment 7](#) and [Attachment 8](#)) with each consignment of plants delivered to the certifying business.

*A declaration is not required where the property on which the plants are grown for 12 weeks prior to certification are covered under the scope of the ICA arrangement of the certifying business.*

The declaration must include –

- (a) the name and Interstate Produce (IP) number of the accredited business on whose property the plants were grown;
- (b) the identification of the property on which the plants were grown;
- (c) the number of weeks the plants were grown on the property (up to a maximum of 12 weeks) prior to issuance of the declaration;
- (d) that the property has been inspected in accordance with this Operational Procedure and found free of Spiraling Whitefly;
- (e) whether Spiraling Whitefly has ever been detected on the property;
- (f) the number and description of plants in the consignment;
- (g) the name, signature and date of the Authorised Signatory issuing the declaration.

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Alternatively, a suitably endorsed Plant Health Assurance Certificate (PHAC) issued by a business accredited under Parts A and B of this Operational Procedure may be accepted in lieu of a *Property Freedom Declaration for Spiraling Whitefly*.

## **7.6 Movement of Plants Between Spiraling Whitefly Free Properties**

Plants that are moved from one Spiraling Whitefly free property to another must be transported under secure conditions.

Secure conditions must meet one of the following conditions –

- (a) unvented packages;
- (b) vented packages with the vents secured with gauze/mesh with a maximum aperture of 1.0 mm;
- (c) fully enclosed under tarpaulins, hessian, shade cloth, mesh or other covering which provides a maximum aperture of 1.0 mm;
- (d) fully enclosed or screened buildings, rooms, vehicles or other facilities free from gaps or other entry points greater than 1.0 mm.



## PART B -(Covers the activities of plant receipt, property freedom certification and dispatch)

### 7.7 Plant Receipt

#### 7.7.1 Receipt of Plants Grown by Another Business

A business which intends to certify plants that have been grown on a property managed by another business within the last 12 weeks shall ensure -

- (a) the plants are supplied by a business accredited under Part A of this Operational Procedure;
- (b) each delivery of plants supplied by the other business for certification is accompanied by a valid *Property Freedom Declaration for Spiraling Whitefly* or suitably endorsed *Plant Health Assurance Certificate* (refer [7.5 Property Freedom for Spiraling Whitefly for Plants Sourced From Another Property](#));
- (c) plants have been transported under secure conditions (refer [7.6 Movement of Plants Between Spiraling Whitefly Free Properties](#));
- (d) the identification of the plants and their supporting declaration details are maintained from receipt through to certification and dispatch.

The business shall maintain copies of all *Property Freedom Declaration for Spiraling Whitefly* received from another accredited business whose plants they certify under this Operational Procedure

### 7.8 Certification of Spiraling Whitefly Property Freedom

Prior to certifying plants for Spiraling Whitefly property freedom, the Authorised Signatory signing the certificate shall verify that all plants in the consignment comply with the requirements specified in [6. Requirement](#) (refer [7.9.2 Assurance Certificates](#)).

**For plants grown on another property** during the 12 weeks prior to certification, verification shall include sighting a valid *Property Freedom Declaration for Spiraling Whitefly* covering the properties on which the plants were grown during the previous 12 weeks (refer [7.7.1 Receipt of Plants Grown by Another Business](#)).

**For plants consigned to Western Australia only**, the Authorised Signatory shall verify that Spiraling Whitefly has never been detected on any property on which the plants were grown during the 12 weeks prior to certification.

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## **7.9 Dispatch**

### **7.9.1 Package Identification**

The Authorised Dispatcher shall ensure that, after packing, each package is marked in indelible and legible characters of at least 5mm, with -

- the Interstate Produce number of the business that operates the approved facility in which the plants were inspected/treated;
- the words “MEETS ICA-36”; and
- the date (or date code) on which the plants were packed or prepared for certification;

prior to the issuance of an Assurance Certificate by the business under this Operational Procedure.

If plants are consigned loose in pots and not in packages, the above information shall be marked on the consignment note or the invoice accompanying the plants and signed and dated by an Authorised Signatory of the business.

**For plants consigned to Western Australia only**, loose plants must have the above information applied to a tag or label securely attached to each plant. Whole truck or container loads of loose plants do not require individual tags or labels provided the truck or container door is sealed at the time of dispatch from the facility and the seal is intact on arrival in Western Australia. The seal number must be included in the ‘Brand Name or Identifying Marks’ section of the Assurance Certificate covering the consignment (refer [Attachment 2](#)).

**Plants that have not been grown on a property that has been inspected in accordance with the requirements of this Operational Procedure shall not be marked as stated above.**

### **7.9.2 Assurance Certificates**

The Authorised Dispatcher shall ensure an Assurance Certificate is completed and signed by an Authorised Signatory of the business prior to consignment of plants to a market requiring certification of property freedom inspection for Spiraling Whitefly.

Assurance Certificates shall be in the form of a *Plant Health Assurance Certificate* [FDU 384].

Assurance certificates shall include –

- (a) in the “Accredited Business that Prepared the Produce” section -
  - the name and address of the accredited business **certifying the plants**;
- (b) in the “IP No. of Acc. Business” section -
  - the IP No. of the accredited business **certifying the plants**;

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(c) in the “Type of Produce” section -

- the **number and description** of plants in the consignment;

*NOTE: Where there is insufficient room to list each plant type, the words “See Attachment” are to be used and an Attachment Sheet securely attached to each copy of the assurance certificate.*

*The Attachment Sheet must include the words “ATTACHMENT SHEET”, the name and address of the consignor, the assurance certificate number, the signature of the Authorised Signatory that signed the certificate and the date.*

*An example Attachment Sheet is included with [Attachment 2](#).*

(d) in the “Additional Certification” section the words -

- for plants consigned to New South Wales, Victoria and Tasmania –

**“Grown on a property free of spiraling whitefly.”**

- for plants consigned to Western Australia –

**“Grown on a property that has never been infested with spiraling whitefly.”**

A completed example is shown as [Attachment 2](#).

Individual Assurance Certificates shall be issued to cover each consignment (ie. a discrete quantity of product transported to a single consignee at one time) to avoid splitting of consignments.

Assurance Certificates shall be completed, issued and distributed in accordance with the Work Instruction *Guidelines for Completion of Plant Health Assurance Certificates* [WI-02].

### **7.9.3 Assurance Certificate Distribution**

The **original** (yellow copy) must accompany the consignment.

The **duplicate** (white copy) must be retained by the business.

### **7.9.4 Security During Transport**

The business shall ensure certified plants are isolated from uncertified plants during transport to the consignee to prevent cross-infestation by Spiraling Whitefly.

**PROPERTY FREEDOM OF PLANTS FOR SPIRALING WHITEFLY**

## 7.10 ICA System Records

The business shall maintain the following records -

### PART A

- (a) *Property Plan* for each source property (refer [7.2](#));
- (b) *Register of Authorised Inspection Persons* (refer [7.3.1](#));
- (c) *Spiraling Whitefly Property Freedom Inspection Records* (refer [7.3.4](#));

### PART B

- (d) copies of all *Property Freedom Declaration for Spiraling Whitefly* received (refer [7.7.1](#))
- (e) the duplicate copy of each *Plant Health Assurance Certificate* [FDU 384] issued by the business (refer [7.9.3](#)).

ICA system records shall be retained for a period of not less than 12 months from completion or until the next compliance audit of the business, whichever is the later.

***An accredited business must hold a minimum of 12 months ICA system records at the time of any compliance audit. If the compliance audit is conducted more than 12 months from the last compliance audit, the business must maintain all records completed since the previous compliance audit.***

ICA system records shall be made available on request by an Inspector.

## 7.11 ICA System Documentation

The business shall maintain the following documentation-

- (a) a copy of the business's current Application for Accreditation (refer [Attachment 1](#));
- (b) a current copy of this Operational Procedure;
- (c) a current *Certificate of Accreditation for an Interstate Certification Assurance Arrangement*.

ICA system documentation shall be made available on request by an Inspector.

## 8. ATTACHMENTS

[Attachment 1](#)      *Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement*      **FDU 385 (FRONT PAGE ONLY)**

**PROPERTY FREEDOM OF PLANTS FOR SPIRALING WHITEFLY**

<a href="#"><u>Attachment 2</u></a>	<i>Plant Health Assurance Certificate</i>	<b>FDU 384 (COMPLETED EXAMPLE)</b>
<a href="#"><u>Attachment 3</u></a>	<i>Property Plan</i>	<b>(BLANK)</b>
<a href="#"><u>Attachment 4</u></a>	<i>Register of Authorised Inspection Persons</i>	<b>(BLANK)</b>
<a href="#"><u>Attachment 5</u></a>	<i>Spiraling Whitefly Property Freedom Inspection Record</i>	<b>(BLANK)</b>
<a href="#"><u>Attachment 6</u></a>	<i>Spiraling Whitefly Property Freedom Inspection Record</i>	<b>(COMPLETED EXAMPLE)</b>
<a href="#"><u>Attachment 7</u></a>	<i>Property Freedom Declaration for Spiraling Whitefly</i>	<b>(BLANK)</b>
<a href="#"><u>Attachment 8</u></a>	<i>Property Freedom Declaration for Spiraling Whitefly</i>	<b>(COMPLETED EXAMPLE)</b>
<a href="#"><u>Attachment 9</u></a>	Identification of Spiraling Whitefly	

# Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement

Indicate the type of application being made

☐ New ☐ Renewal ☐ Amendment

Tick each box that describes your business and the type of application and provide specific details where required. Only one ICA arrangement, that is one Operational Procedure at one facility, may be covered in one application.

## 1. Business Details

### (a) Type of Ownership of Business

☐ Individual ☐ Incorporated Company ☐ Other  
☐ Partnership ☐ Cooperative Association

(please specify)

### (b) Name of Applicant/s (Print your full name including any given names. For partnerships, print the full name of each partner in their normal order. For incorporated companies and cooperatives, print the full registered name of the organisation.)

Australian Company Number or Australian Registered Body Number

☐ ACN          
☐ ARBN

Companies must provide proof of incorporation by attaching a copy of their Certificate of Incorporation or similar document from the Australian Securities Commission. Cooperative associations must provide a copy of their Certificate of Registration or a registration search from the Department of Justice.

### (c) Trading Name/s of the business (include any business or brand names used by the business on packages of certified produce)

### (d) Postal address of the business


Postcode

Telephone ( )

Facsimile ( )

Mobile

### (e) Has the business been registered previously in Q'ld for the interstate movement of produce?

☐ No ☐ Yes

If yes, give the business's Interstate Produce (IP) Number

Q

## 2. Operational Procedure and Facility Details

### (a) Operational Procedure used in this ICA arrangement (refer to list of Operational Procedures)

Reference No.

ICA

If the Operational Procedure is documented in two parts, indicate the part or parts for which you are seeking accreditation.

☐ Part A ☐ Part B ☐ Parts A & B

Title of Operational Procedure (print the full title of the Operational Procedure)

### (b) Street address of the facility


Postcode

Telephone ( )

Facsimile ( )

Mobile

## 3. Authorised Signatories (for Assurance Certificates)

Family Name

Given Name/s

Specimen Signature

Certification  
Controller  
Back-Up  
Certification  
Controller


Additional  
Authorised  
Signatories



ORIGINAL

Consignment Details (Please print)

Consignor

Name Tropical Plant Nursery P/L  
Address Nursery Road  
Cairns QLD 4870

Certificate Number

99999999

Consignee

Name Plant Wholesalers P/L  
Address Melbourne Markets  
Footscray VIC 3011

Reconsigned To (Splitting consignments or reconsigning whole consignments)

Name  
Address

Method of Transport (Provide details where known)

☒ Road Truck/Trailer  
Registration  
☐ Rail Consignment  
☐ Air Airline/Flight no.  
☐ Sea Vessel Name &  
Voyage no.

Certification Details (Please print)

Accredited Business that Prepared the Produce

Name Tropical Plant Nursery P/L  
Address Nursery Road  
Cairns QLD 4870

Grower or Packer

Name Tropical Plant Nursery P/L  
Address Nursery Road  
Cairns QLD 4870

IP No. of Acc. Business Brand Name or Identifying Marks (as marked on packages)

Q 9999

Tropical Plants

Date Code (as marked on packages)

205003

Number of Packages	Type of Packages (eg. trays, cartons)	Type of Produce	Authorisation for Split Consignment
1	Carton	Mixed Plants	
1	Carton	Mixed Palms	
See Attachment			

Date	Treatment	Chemical (Active Ingredient)	Concentration	Duration and Temperature
/ /	<input checked="" type="checkbox"/> Dipping	Dimethoate	180ppm	<input type="checkbox"/> One min. <input type="checkbox"/> 10 sec. then wet for 60 sec.
/ /	<input type="checkbox"/> Dipping	Fenthion	412.5ppm	<input type="checkbox"/> One min. <input type="checkbox"/> 10 sec. then wet for 60 sec.
/ /	<input type="checkbox"/> Flood Spraying	Dimethoate	400ppm	10 seconds then wet for 60 seconds
/ /	<input type="checkbox"/> Flood Spraying	Fenthion	412.5ppm	10 seconds then wet for 60 seconds
/ /	<input type="checkbox"/> Non-recirculated Spray	Fenthion	412.5ppm	10 seconds then wet for 60 seconds
/ /	<input type="checkbox"/> Fumigation	Methyl Bromide	g/m <sup>3</sup>	Two hours @ °C
/ /	<input checked="" type="checkbox"/> Heat Treatment	<input type="checkbox"/> Hot Air <input type="checkbox"/> Hot Water		min. @ °C
/ /	<input type="checkbox"/> Bananas in a hard green condition with unbroken skin			

Additional Certification

Grown on a property free of Spiraling Whitefly.

Declaration

I, an Authorised Signatory of the accredited business that prepared the plants or plant produce described above, hereby declare that the plants or plant produce have been prepared in the business's approved facilities in accordance with the accreditation(s) granted to the business under the *Plant Protection Act 1989* and that the details shown above are true and correct in every particular.

Authorised Signatory's Name (Please print)

Arthur John Signatory

Signature

AJ Signatory

Date

30/ 05/02



# ATTACHMENT SHEET

Plant Health Assurance Certificate No. 9999999

Consignor –

Tropical Plant Nursery Pty Ltd  
Nursery Road  
Cairns QLD 4870

Carton No.	No. and Size of Plants	Type of Plants
1	10 X 75 mm	Small Leaf Lillypilly ( <i>Syzygium luehmannii</i> )
1	10 X 75 mm	Lemon Scented Myrtle ( <i>Backhousia citriodora</i> )
2	20 X tubes	Walking Stick Palm ( <i>Linospadix monostachya</i> )
2	20 X tubes	Foxtail Palm ( <i>Wodyetia bifurcata</i> )
2	40 X tubes	Bangalow Palm ( <i>Archontophoenix cunninghamiana</i> )

Authorised Signatory -

Arthur John Signatory

Printed Name

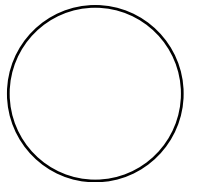
A J Signatory

Signature

30 / 5 / 02

Date

# PROPERTY PLAN



INDICATE NORTH

## ARRANGEMENT DETAILS

Applicant's Name *(as shown on the application form)*


## SCOPE OF ARRANGEMENT

Street Address of Property

Postcode

Real Property Description(s) *(available from Rates Notice)*


## PROPERTY PLAN DETAILS

The property plan (overleaf) is to include the following-

- (a) road access including street names;
- (b) internal roadways within the property;
- (c) the location and identification of buildings on the property (eg office, house, equipment and potting sheds, and permanent shadehouse structures etc)
- (d) the size and location of all open and covered plant growing areas;
- (e) the real property description of each parcel of land that is part of the property; and
- (f) a statement that the property has been inspected by an Authorised Inspection Person and found free of Spiraling Whitefly.

## DECLARATION

I ..... *(full printed name)* the

..... *(position in business)*  
am authorised to sign on behalf of the business and –

1. I understand that-
  - (a) accreditation will only be granted for properties covered by a Property Plan submitted with the *Application for Accreditation of a Business for an Interstate Certification Assurance Arrangement* [FDU 385];
  - (b) application must be made to amend any of the current details in the *Application for Accreditation of a Business for an Interstate Certification Assurance Arrangement* [FDU 385] or this Property Plan; and
  - (c) following accreditation, certification can only be issued in accordance with scope of accreditation detailed in the *Certificate of Accreditation for an Interstate Certification Assurance (ICA) Arrangement* covering the arrangement.
2. The property covered by this Property Plan has been inspected by an Authorised Inspection Person on        /        /        and found free of Spiraling Whitefly

.....  
Signature

/        /  
Date

## REGISTER OF AUTHORISED INSPECTION PERSONS

[illegible]

**Note:** Place a line through any entry for any person who is no longer authorised to carry out Spiraling Whitefly freedom inspections under the business's Interstate Certification Assurance arrangement.

# SPIRALING WHITEFLY PROPERTY FREEDOM INSPECTION RECORD

[illegible]

# SPIRALING WHITEFLY PROPERTY FREEDOM INSPECTION RECORD

[illegible]

# PROPERTY FREEDOM DECLARATION FOR SPIRALING WHITEFLY

A Property Freedom Declaration for Spiraling Whitefly must be provided to the certifying business with each consignment of plants delivered for certification under the ICA Operational Procedure 'Property Freedom of Plants for Spiraling Whitefly' [ICA-36].

## Consigning Business Details:

Accredited Business Name:

IP Number:

	<b>Q</b>				
--	----------	--	--	--	--

Street Address of Property:

--

## Certifying Business Details:

Accredited Business Name:

IP Number:

	<b>Q</b>				
--	----------	--	--	--	--

Facility (Delivery) Address:

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## Consignment Details:

The plants described below were grown on a property covered under the scope of the consigning business' ICA arrangement for the ICA Operational Procedure *Property Freedom from Spiraling Whitefly* [ICA-36] and comply with the following requirements (tick ' ' as applicable) -

- ☐ Grown for (tick one only) –
- ☐ a minimum of 12 weeks;
  - ☐ \_\_\_\_\_ weeks;
  - ☐ for the life of the plants (for plants less than 12 weeks old);
- on a property inspected at least every 4 weeks and found free of Spiraling Whitefly.
- ☐ Grown on a property the boundaries of which are located more than 1 km from a known infestation of Spiraling Whitefly.
- ☐ Grown on a property that has never been infested with Spiraling Whitefly.

Number and Type of Packages	Number and Type of Plant Material	Description of Plants

## Declaration:

I am an Authorised Signatory of the Consigning Business and the information given above is, to the best of my knowledge, true and correct in every particular.

Printed Name

--

Signature

--

Date

/	/
---	---



# PROPERTY FREEDOM DECLARATION FOR SPIRALING WHITEFLY

A Property Freedom Declaration for Spiraling Whitefly must be provided to the certifying business with each consignment of plants delivered for certification under the ICA Operational Procedure 'Property Freedom of Plants for Spiraling Whitefly' [ICA-36].

## Consignor Business Details:

Accredited Business Name:

IP Number:

Joe's Plant Supplies Pty. Ltd.

Q 9 0 0 0

Street Address of Property Where Plants Were Grown:

Lots 14-18, School Road, Gordonvale QLD 4865

## Consignee Business Details:

Accredited Business Name:

IP Number:

Tropical Plant Nursery P/L

Q 9 9 9 9

Facility (Delivery) Address:

Nursery Road, Cairns QLD 4870

## Consignment Details:

The plants described below were grown on a property covered under the scope of the consigning business' ICA arrangement for the ICA Operational Procedure *Property Freedom from Spiraling Whitefly* [ICA-36] and comply with the following requirements (tick ' ' as applicable) -



Grown for (tick one only) -



a minimum of 12 weeks;



8 weeks;



for the life of the plants (for plants less than 12 weeks old);

on a property inspected at least every 4 weeks and found free of Spiraling Whitefly.



Grown on a property the boundaries of which are located more than 1 km from a known infestation of Spiraling Whitefly.



Grown on a property that has never been infested with Spiraling Whitefly.

Number and Type of Packages	Number and Type of Plant Material	Description of Plants
2 cartons	80 Stems	Heliconia spp. flowers
Loose plants	25 X 6" pots	Lipstick Palm (Cyrtostachys renda)
1 carton	42 X plants	Orchid plants (Dendrobium hybrids)
1 pallet	2 X 120 cm pots	Cycad plants (Cycas revoluta)

## Declaration:

I am an Authorised Signatory of the Consignor Business and the information given above is, to the best of my knowledge, true and correct in every particular.

Printed Name

Arthur John Signatory

Signature

AF Signatory

Date

10 / 1 / 02

# IDENTIFICATION OF SPIRALING WHITEFLY

## SPIRALING WHITEFLY (*Aleurodicus dispersus*)

### Host Range

Spiraling Whitefly has been recorded on over 100 crop and ornamental plant species. The pest is tropical in origin and is also able to breed in sub-tropical conditions. It particularly favours crop plants such as papaw, cassava, banana, guava, chilli, tomato, egg plant and coconut and ornamentals such as frangipani, bauhinia, canna, acalypha, poinsettia, hibiscus, rose and palms. The host range could well be much more extensive as there are many subtropical and temperate horticultural and ornamental plants that are still untried against Spiraling Whitefly attack.

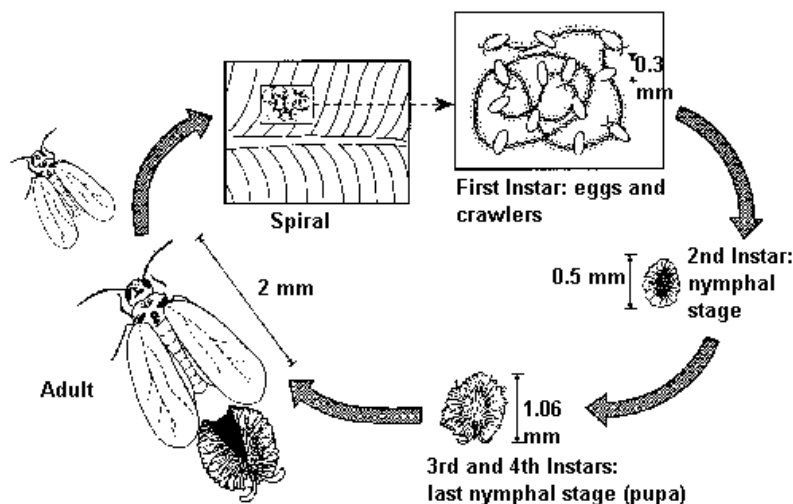
### Detection and Identification

The first signs of infestation are the whitefly eggs that are laid in white silken spirals on the upper or lower surface of leaves and on the skin of fruits and vegetables.

Spiraling Whitefly adults may also be seen. They are small (2.0mm long), white and moth-like in appearance and mode of flight. The adults are generally only active during calm, still times of the day, eg. dawn and dusk, when they can be seen flying in large circular patterns around host plants. Normally adults can be induced to fly by shaking an infested plant, after which they quickly resetttle. The adult whitefly and immature nymphs occur in dense populations on the undersides of the leaves of the host plant.

Nymphal stages are covered in a heavy coating of white, curly filaments and produce sugary secretions that lead to the development of black sooty mould on the leaves and stems.

Spiraling Whitefly bears a superficial resemblance to a closely related species, coconut whitefly, which occurs in Queensland and is a minor pest of a range of horticultural and ornamental plants. Samples of suspected Spiraling Whitefly must be submitted to DPI for identification.



### Life History

Eggs (0.3mm long) are lozenge in shape, almost microscopic, and are embedded in the silken spirals produced by the female. The egg hatches into an active crawler stage of about the same size as the egg. This stage crawls out over the undersides of the host's leaves and then transforms into an inert, sedentary stage that sucks nutrients from the leaves.

This nymphal stage (0.5mm-1.06mm long) has no visible legs and grows progressively through a series of moults (instars), each instar producing more and more wax and sugar secretions. The final instar acts as a pupa, out of which the adult whitefly emerges. The time from egg to adult can be less than three weeks in summer, longer in cooler weather. The female whitefly (which is identical to the male) can lay large numbers of eggs.

## IDENTIFICATION OF SPIRALING WHITEFLY

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*Spiraling Whitefly egg spirals, nymphs and adults on papaw leaves*



*Spiraling Whitefly nymphs on papaw leaves*



*Heavy Spiraling Whitefly infestation of guava plants*



*Typical Spiraling Whitefly egg spirals on papaw leaves*