Department of
Primary Industries and
Regional Development

GOVERNMENT OF
WESTERN AUSTRALIA

Interstate Certification Assurance

62 Treatment and Inspection of Carrier Nursery Stock for Tomato-Potato Psyllid

Version 1.0 – September 2017

Supporting your success

Revision Register

Issue Number	Date of Issue	Amendments
1.0	21/09/2017	Initial issue.

Important disclaimer

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Contents

1. PURPOSE

The purpose of this procedure is to describe-

i. the requirements for treatment and inspection; and
ii. the responsibilities and actions of personnel;

that apply to treatment and inspection of carrier nursery stock for tomato-potato psyllid, under an Interstate Certification Assurance (ICA) arrangement.

2. SCOPE

This procedure covers certification of treatment and inspection of carrier nursery stock for tomato-potato psyllid by a Business operating under an ICA arrangement in Western Australia.

Pest: Tomato-potato psyllid (*Bactericera cockerelli)*

Product: Carrier nursery stock ONLY

Plants and planting material (e.g. potted plants, bare rooted plants, rootstock, cuttings) from the True TPP Host plant families Convolvulaceae, Lamiaceae and Solanaceae are prohibited to enter New South Wales, South Australia, Queensland, Tasmania, Northern Territory and Victoria and cannot be certified under this Procedure.

Location: All Jurisdictions

This procedure is applicable where any of the requirements specified in 6. Requirement are a specified entry condition of an interstate authority.

Certification of treatment and inspection under this Operational Procedure may not be an accepted quarantine entry condition for all carrier nursery stock to all intrastate or interstate markets.

Some intrastate or interstate markets may require additional quarantine certification as a condition of entry.

It is the responsibility of the business consigning the carrier nursery stock to ensure compliance with all applicable quarantine requirements.

Information on intrastate and interstate quarantine requirements can be obtained from Quarantine WA.

3. REFERENCES

WI-QA015	*Plant Health Assurance Certificate Completion*
WI-ICA62-01	*Inspection of Carrier Plants for Tomato potato psyllid*

4. DEFINITIONS

Accredit	means to accredit persons to issue Plant Health Assurance Certificates under the *Biosecurity and Agriculture Management Act 2007*.

Accrediting Authority	means the government department responsible for accrediting a business under this protocol in the exporting State or Territory
Application for Accreditation	means an Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) arrangement.
Approved Taxonomist/Entomologist	means a person who is approved by the accrediting authority and is listed on the accrediting authority Plant Health Register of Approved Taxonomists or an accrediting authority Entomologist that meets the following criteria – (a) A tertiary qualification in entomology, agricultural science, applied science, or a field relevant to insect taxonomy; and (b) Demonstrated experience in psyllids taxonomy
APVMA	Agricultural and Veterinary Medicines Authority
Authorised Inspection Person	means a person who has completed a training course approved by the accrediting authority in the detection and recognition of tomato-potato psyllid and who is authorised to conduct inspections on behalf of the Business by having their name and signature on a register of Authorised Inspection Persons maintained by the Business.
Authorised Signatory	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.
Business	means the legal entity responsible for the operation of the facility and ICA arrangement detailed in the business's application for accreditation.
Carrier Nursery Stock	means any plant or planting material (e.g. potted plants, bare rooted plants, rootstock, cuttings) from the Plantae kingdom excluding plants or planting material from the Convolvulaceae, Lamiaceae and Solanaceae families of plants
Certified/certification	means covered by a valid Plant Health Assurance Certificate.
Consignment	means a discrete quantity of product transported to a single consignee at one time.
Designated treatment area	means the specific site allocated for cover spraying of carrier nursery stock surrounded by a minimum of 10 metres free of all vegetation.
end-point inspection	means the process by which a representative sample is drawn and inspected from the finalised consignment prior to certification.
Facility	means the location where treatment and inspection of carrier nursery stock is carried out, and the location of the treatment and packing operations covered by the ICA arrangement.
Inspector	means an inspector appointed under the Biosecurity and Agriculture Management Act 2007.

Interstate Certification Assurance (ICA)	means a system of Certification Assurance developed to meet the requirements of State and Territory governments for the certification of carrier nursery stock for Interstate and Intrastate quarantine purposes.
Plant Health Assurance Certificate	means a certificate issued by an Authorised Signatory under an ICA arrangement stating that the plant or other thing described on the certificate meets a specified treatment, condition, pest or area freedom or other requirement
Tomato-potato psyllid (TPP)	means adult stage of *Bactericera cockerelli*.
Unit	means a final individual package that the consigned product will be marketed in and may include a box, carton or other similar packaging.

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. Staff responsible for these process control activities are called "Nominated Persons"

The **Certification Controller** is responsible for –

- representing the Business during audits and other matters relevant to the ICA accreditation;
- training staff in their duties and responsibilities under this ICA procedure;
- ensuring the Business and staff comply with their responsibilities and duties;
- ensuring the Business has current accreditation for a ICA under this procedure;
- maintaining Certificates of Attainment/current Authorised Inspection Persons certificates and a Register of Authorised Inspection Persons (Attachment 6) for the Business;
- providing and maintaining a property plan;
- maintaining the required inspection facilities and equipment;
- ensuring actions taken by the Business following the detection of a suspect tomato-potato psyllid are completed in accordance with this ICA procedure;
- ensuring all certification of carrier nursery stock is carried out in accordance with this procedure.

The **Treatment Operator** is responsible for:

- reading the label and/or permit, and MSDS for the chemical product in use;
- preparing and applying chemical treatments to all carrier nursery stock certified in accordance with this procedure and label specifications;
- maintaining treatment equipment; and
- maintaining preparation and treatment records.

The **Authorised Inspection Person** is responsible for:

- inspecting all consignments for the presence of suspect psyllid prior to dispatch in accordance with this procedure;
- maintaining all psyllid inspection records;
- immediately advising the Certification Controller of any detections of suspect psyllid within the nursery or during a consignment inspection; and
- taking samples of the plant(s) containing symptoms of suspect psyllid for identification.

The **Authorised Signatory** is responsible for:

- signing and issuing the PHAC;
- ensuring that carrier nursery stock certified under the PHAC has been treated, inspected and securely packed in accordance with this ICA procedure and that the details on the certificate are true and correct in every particular.

The **Authorised Dispatcher** is responsible for:

- ensuring all packages covered by a PHAC issued by the Business are identified; and
- maintaining duplicate copies of all PHAC's issued by the Business under the procedure.

6. REQUIREMENT

1. All Tomato-potato psyllid carrier nursery stock in the consignment must be treated with one of the following in accordance with label or an APVMA minor use permit within 3 days prior to dispatch with: -
   A. Abamectin
      i. Abamectin (with active ingredient of 18g/L) at a rate of 90mL/100L; plus Summer Spray Oil at the rate of 500ml/100L of spray mixture of; or
      ii. Abamectin (with active ingredient of 36g/L) at a rate of 45mL/100L; plus Summer Spray Oil at the rate of 500mls/100L of spray mixture of;

   Or

   B. Bifenthrin
      i. Bifenthrin (with active ingredient of 100g/L) at rate of 80ml/100L; or
      ii. Bifenthrin (with active ingredient of 250g/L) at rate of 32ml/100L;

   Or

   C. Methomyl
      i. Methomyl (with active ingredient of 225g/L) at a rate of 200mL/100L;

   DO NOT use Methomyl or Bifenthrin in protected cropping situations, such as glasshouses, greenhouses, plastic houses, plastic tunnels or shade houses

And

2. All carrier nursery stock within the consignments have been
   i. For NSW, inspected at the rate of the greater of 2% or 600 units of the consignment and found free of tomato-potato psyllids; or

ii. For all other jurisdictions, inspected at the rate of 2% or 600 units of the consignment and found free of tomato-potato psyllids;

And

3. All carrier nursery stock is securely packed post treatment and inspection by one or more of the following methods to prevent contamination with tomato-potato psyllid:
   (a) unvented packages;
   (b) vented packages with the vents secured with mesh which has a maximum aperture of 1.6mm; or
   (c) wrapping or bagging in sealed plastic sleeves or bags; or
   (d) fully enclosed consignments under tarpaulins, hessian, shade cloth, mesh or other covering which has a maximum aperture of 1.6mm; or
   (e) consignment shrink-wrapped and sealed as a palletised unit; or
   (f) fully enclosed or screened buildings, cold-rooms, vehicles (including tautliners in good condition); or
   (g) other facilities free from gaps or other entry points greater than 1.6mm.

7. PROCEDURE

7.1 Accreditation

7.1.1 Application for Accreditation

A Business seeking accreditation for an ICA arrangement under this Operational Procedure must make application for accreditation at least 10 working days prior to the intended date of commencement of certification of carrier nursery stock.

7.1.2 Audit Process

Initial Audit

Prior to accrediting a Business, an Inspector carries out an initial audit of the Business 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 Business must demonstrate the training and competency of nominated Authorised Inspection Persons (refer 7.8.1 Authorised Inspection Persons) in the identification of tomato-potato psyllid and their 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.

A compliance audit is conducted within four weeks of the initial audit and accreditation of the Business or issue of the first PHAC.

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 an new Certificate of Accreditation is issued (refer 7.1.3 Certificate of Accreditation).

Ongoing compliance audits are conducted at least once every six months for a Business that operates for more than six months of each 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 carrier nursery stock, ICA system records or ICA system documentation.

Unscheduled compliance audits may be conducted at any time to investigate reported or suspected non-conformance.

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 being accredited to certify carrier nursery stock under the ICA arrangement.

A compliance audit is conducted within four weeks of the Business applying for re-accreditation each year.

7.1.3 Certificate of Accreditation

An accredited Business will receive a Certificate of Accreditation for an Interstate Certification Assurance Arrangement detailing the facility location, Operational Procedure, scope (type of carrier nursery stock and chemical covered) and 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 carrier nursery stock under the ICA arrangement unless it is in possession of a valid and current Certificate of Accreditation for the procedure, carrier nursery stock type and chemical covered by the Plant Health Assurance Certificate.

7.2 Treatment of Carrier Nursery Stock

All treatment applications must be in accordance with the manufacturer's product label or current APVMA permit for use. Chemical products must only be mixed together where the label provides a compatibility statement to allow such mixing.

Where specified on the manufacturer's label or APVMA permit the treatment mixture must include a commercial wetting agent at the maximum rate specified on the product's registered label for the purpose.

For solid concentrates, the required amount of grams (g) must be weighed on a balance with tare or measured allowance taken into consideration for the weight of the container used. The business must carry out calibration tests on the load range of any weighing equipment using the manufacturer's calibration instructions for the equipment being used. (Refer 4.3.1 Scales and other Weighing Equipment Calibrations)

The Treatment Operator must ensure that all carrier nursery stock within each consignment dispatched are treated in accordance with Section 6: Requirement in the designated treatment and inspection area that is isolated from all other plant material.

7.3 Treatment Equipment Calibration

7.3.1 Scales and other Weighing Equipment Calibrations

Scales and other weighing equipment used to calculate quantities of solid chemical concentrates must be calibrated using calibration weights or similar device that accurately measure the minimum and maximum capacity of the weighing equipment. The equipment must be verified as accurate to within ± 10% of the total load range. A maximum error margin of 10 g applies. Calibration of weighing equipment must be conducted annually. Auditors must verify calibrations have been undertaken and results are accurate.

The business must maintain records of the calibrations for weighing equipment, which record -

a) business name and Interstate Produce (IP) Number;
b) the identification of the weighing equipment to be calibrated;
c) the date of calibration;
d) the results achieved;
e) comments or actions taken to correct weighing equipment;
f) the name and signature of the person conducting the calibration.

For liquid treatments the business must use a clean graduated measuring vessel to measure the amount of product required for the required volume of mixture. Suitable measuring vessels include graduated plastic or glass measuring cylinders or syringes. Graduated measuring vessels must be calibrated and confirmed as accurate upon purchase or during the initial audit.

7.3.2 Spray Equipment Calibration

The Treatment Operator must ensure that permanent volume indicator marks must be made on the side of the treatment mixture tank, on a sight tube or sight panel on the outside of the tank, or by some other method which clearly and accurately indicates the maximum mixture level and any incremental volumes used. Volume indicator marks must include the volume in litres required to fill the tank to that level.

Each of the volume indicator marks must be calibrated with the tank at the normal filling position (with the tank on a level surface) using a calibrated flow meter or graduated measuring device. The person conducting the calibration test must issue a certificate of calibration of the treatment mixture tank which must be available to the auditor at the initial audit and all compliance audits.

Spray Tanks must be recalibrated after maintenance or repairs.

The 'Spray Tank Calibration Record' must include;

a) business name and address of owner of equipment;
b) the identification of the equipment to be calibrated;
c) the date of calibration;
d) the calibration results including the maximum mixture level volume in litres and any incremental volumes;
e) the name and signature of the person conducting the calibration.

An example Spray Tank Calibration Record is shown as Attachment 2.

A tank calibration record is not required for small hand held spray equipment such as hand held misters or knapsack sprayers, where the capacity of the treatment mixture is less than 25 litres.

7.3.3 Cover Spray Equipment Maintenance

The Treatment Operator must carry out regular checks of spraying equipment to ensure it continues to operate effectively and remains free from malfunction, blockages, damage or excessive wear.

7.4 Treatment Mixture Preparation

The Treatment Operator must prepare the treatment mixture immediately prior to use.

The Treatment Operator must:

- using a clean graduated measuring vessel, measure the amount of concentrate required for the required volume of mixture;

  Suitable measuring vessels include graduated plastic or glass measuring cylinders or syringes.

- add the required amount of concentrate to the spray tank in accordance with the manufacturer's directions on the label or APVMA permit;
- add the required amount of commercial wetting agent (if required) in accordance with the manufacturer's directions on the label; and
- fill the mixture tank with clean water to the incremental volume mark or maximum mixture level mark.

Other ingredients may only be added to the treatment mixture if they are known to be compatible with, and have been approved to be added to, the approved insecticide

The Treatment Operator will ensure that the chemical is completely diluted in all of the water by mixing the tank for a minimum of two minutes before commencing the spray operation. Some equipment may require extended periods of mixing to fully dilute the chemical in the water.

Spray equipment must have a means of continuous mixing of the spray mixture in the spray tank throughout the spray operation to avoid settling or separation of the concentrate. This can be achieved by mechanical mixing devices in the spray tank or agitation from spray mixture returned via a by-pass from the spray pump.

7.4.1 Treatment Mixture Preparation Chart

The Treatment Operator must maintain a Treatment Mixture Preparation Chart (refer Attachment 3) or similar record in close proximity to the treatment mixture preparation area for each treatment application equipment unit used by the business for treatment under this Operational Procedure.

The chart must provide the following details -

- identification of the treatment equipment to which the chart applies;
- the trade name of the concentrate to which the chart applies;
- the name and concentration of the active ingredient in the concentrate;
- the quantity of concentrate required per litre of mixture;
- the trade name of the wetting agent used (if required) and the quantity/volume required per litre of treatment mixture;
- the total volume in litres of the treatment mixture tank when filled to the maximum mixture level mark ;
- the volume in millilitres (mL) of concentrate and wetting agent (if required) in the mixture when filled to the maximum mixture level mark;
- the volume in millilitres (mL) of a concentrate and wetting agent (if required) in the mixture for any known incremental volumes used;
- the printed name and signature of the person responsible for the chart's preparation and the date of preparation.

7.4.2 Treatment Mixture Preparation and Treatment Records

The Treatment Operator must record details of all treatment mixture preparations and treatment of plants using a Treatment Mixture Preparation and Treatment Record (refer Attachment 7) or records which capture the same information.

The business's treatment records must identify -

- the date of treatment mixture preparation;
- the time of treatment mixture preparation;
- the trade name of the concentrate used;

- volume of concentrate used (mL) in the treatment mixture;
- volume of wetting agent used (mL) in the treatment mixture;
- the total volume (L) of the made up treatment mixture;
- the date of treatment;
- the type of plants treated;
- the number of plants treated; and
- the identification of the Treatment Operator.

7.5 Cover Spray Treatment of Carrier Nursery Stock

Treatment of carrier nursery stock must ensure cover-spray mixture is applied to plants as per Section 6: Requirements to attain 100% coverage until the point of run-off.

7.5.1 Disposal of Treatment Mixture

The Business must have an appropriate system to dispose of any waste treatment mixture in a manner consistent with the requirements of Western Australia's Environmental Protection Agency and Local Government Authorities (Shire or City Councils etc).

7.6 Post Treatment Identification

All treated carrier nursery stock must be held post treatment in a designated treatment area which is physically isolated from untreated nursery stock. Each treatment lot must be identified with a lot number affixed to all individual plant containers in the lot or a sign placed at entry points to the designated treatment area immediately after treatment is completed.

7.7 In-Process Inspection and Recording

Post treatment, the carrier nursery stock must be verified as free of TPP by an Authorised Inspection Person inspecting as per Section 6: Requirements.

7.7.1 In-Process Identification and Traceability

Where the business dispatches treated and untreated nursery stock, sorting systems must be in place for identifying the treatment and inspection status of treated and untreated nursery stock. Sorting systems must ensure separation is maintained between treated and untreated nursery stock at all times. All plants found to be nonconforming must be segregated to prevent mixing. Examples of segregation include –

- locating nonconforming plants in a defined and separate area; or
- placing nonconforming plants in clearly marked containers to distinguish them from conforming plants.

7.8 Inspection of Carrier Nursery Stock

Following treatment (refer 7.2 Treatment of Carrier Nursery Stock) nursery stock within each consignment dispatched by the business must be inspected to verify freedom from suspect tomato-potato psyllid by an Authorised Inspection Person. Nursery Stock must be inspected and have samples taken in accordance with ICA Work Instructions - Inspection of Carrier Plants for Tomato-potato Psyllid [WI-ICA62-01].

7.8.1 .Authorised Inspection Persons

One or more Authorised Inspection Persons must be trained and accredited as Authorised Inspection Persons. Authorised Inspection Persons must have successfully completed an approved training course in the detection and recognition of symptoms of suspect tomato-potato psyllid.

The Certification Controller must maintain an individual Certificate of Achievement for each Authorised Inspection Person within the Business.

The names and specimen signatures of Authorised Inspection Persons must be recorded on a Register of Authorised Inspection Persons (refer Attachment 6) by the Certification Controller. Only persons currently on the register must carry out consignment inspections for tomato-potato psyllid.

7.8.2 Inspection Facilities and Equipment

The Certification Controller must maintain the following inspection facilities and equipment: -

- an inspection bench or table in an area protected from adverse weather conditions, which is constructed of stable, rigid and durable material i.e. steel, timber or plastic. The bench or table must be of a reasonable size and height and be painted in a light colour or covered in a durable light coloured material. The bench or table must also be placed in a well-lit and ventilated area on a flat sealed and durable surface i.e. concrete;
- a hand lens, microscope or other device that provides at least X10 magnification for the observation of suspected psyllids;
- a white coloured tray i.e. plastic photograph tray or other surface for dislodging suspect psyllids into for inspection;
- reference illustrations and photographs for identification of tomato-potato psyllid and other common psyllids;
- a fine paint brush for collecting samples of suspected psyllids;
- sealable plastic bags for collecting specimens of contaminated carrier nursery stock;
- sealable specimen bottles for placing samples of suspect psyllids;
- sticky labels for identification of specimen bags and bottles;
- preservative material;
- a pocket knife or similar item to further investigate carrier nursery stock for the presence of psyllids.

The Authorised Inspection Person must carry out regular checks of the inspection facilities and equipment to ensure it continues to operate effectively and remains free from damage or excessive wear.

7.8.3 End-point Inspection of Carrier Nursery Stock

Prior to selecting a sample for an end-point inspection, the Authorised Inspection Person will ensure that the entire amount of carrier nursery stock within the consignment or lot is available in the designated treatment and inspection area for inspection. Each consignment of carrier nursery stock to be certified must be sampled at the rate of –

- For NSW, inspected at the rate of the greater of 2% or 600 units of the consignment and found free of tomato-potato psyllids; or
- For all other jurisdiction, inspected at the rate of 2% or 600 units of the consignment and found free of tomato-potato psyllids;

Packages must be selected at random from within the consignment. A minimum of three (3) packages must be selected for inspection.

7.8.4 Examination of Sample

The Authorised Inspection Person must carry out 100% inspection of the carrier nursery stock from each sample package for freedom of visible symptoms of psyllids.

7.8.5 Carrier Nursery Stock Inspection Records

The Authorised Inspection Person must maintain records of all tomato-potato psyllid inspections. Inspection records must be in the form of a TPP Inspection Record (refer Attachment 4) or records which capture the same information.

Inspection records must include -

- type of plants;
- date of inspection;
- place of inspection;
- rate of inspection (inspection rate - 2% or 600 units);
- details of each lot and consignment inspected i.e. package identification (IP No., name and address of grower and packer);
- number of packages sampled;
- number of units sampled in each package;
- total number of units sampled;
- if applicable, the time the sample was taken;
- total number of packages in the consignment or lot;
- the inspection results including absence or presence of suspect psyllid;
- actions taken resulting from detection of suspected tomato-potato psyllid;
- the number of the Plant Health Assurance Certificate(s) to which the inspection relates;
- the name and signature of the Authorised Inspection Person.

7.9 Action Following Detection of Suspect Psyllid in Inspected Nursery Stock

7.9.1 Detection of Live Suspect Psyllids at End Point Inspection

The Authorised Inspection Person must immediately advise the Certification Controller of any detection of psyllids or psyllid like insects identified during the inspection.

If suspect psyllid are detected during inspection, all carrier nursery stock in the lot/consignment must be rejected for certification under this operational procedure until the identification of the suspect psyllid are identified by an approved entomologist/taxonomist.

If the business does not provide the suspect psyllid to a reference entomologist/taxonomist approved by the ICA authority, all carrier nursery stock from the consignment must be rejected for certification under this operational procedure.

The Authorised Inspection Person must record the detection of suspect psyllid on the TPP Inspection Record (refer Attachment 4) or records which capture the same information.

Suspect psyllids must be submitted to an Approved Taxonomist/Entomologist.

Carrier nursery stock that is rejected and segregated from certification is to be either -

- Held in an identified area until sample analysis of the suspect psyllid is conducted and results provided; or
- Consigned to a market that does not require certification of freedom from tomato-potato psyllid.

If the suspect psyllid sample is subsequently confirmed not to be tomato-potato psyllid, all rejected carrier nursery stock may be reconsidered for certification under this Operational Procedure provided all requirements have been met (i.e. inspection is completed in accordance with this operational procedure and the nursery stock is found free from tomato-potato psyllid and all other conditions have been met).

7.9.2 Handling Suspect Psyllid Specimens

Suspect psyllid samples must be handled, stored and dispatched in accordance with Work Instruction: Inspection of Carrier Nursery Stock for Tomato-potato Psyllid [WI-ICA62-01]

The Authorised Inspection Person must record the following details on the Psyllid Identification Record (refer Attachment 5) –

- the name of the Authorised Inspection Person taking the sample;
- the Interstate Produce (IP No.) number of the accredited Business inspecting the carrier nursery stock;
- the name and address of the grower and packer or Interstate Produce (IP No.) number of the source property;
- the type of carrier nursery stock and quantity of carrier nursery stock from which the sample was taken;
- the date the sample was taken;
- the date the sample was submitted to an Approved Taxonomist/Entomologist;
- the contact telephone number, e-mail address and fax number of the Authorised Inspection Person; and
- the type of sample, diagnosis request and sample details.

The Authorised Inspection Person must seal the specimen bottle into a sealable plastic bag with the sample submission form, then forward, the sample by secured means to an Approved Taxonomist/Entomologist within 24 hours of taking the sample.

Please note that alcohol such as methylated spirits is considered a hazardous material and is illegal to mail or courier without proper packaging and certification.

Where a suspect psyllid is captured and contained on carrier nursery stock, the carrier nursery stock or part of the carrier nursery stock with the suspect pest must be wrapped in damp paper towel and placed into a plastic bag without a preservative material.

The Business must obtain written notification of all sample results from the Approved Taxonomist/Entomologist. The Approved Taxonomist/Entomologist must complete the Diagnosis Details Section of the Psyllid Identification Record and return it to the Certification Controller of the accredited Business.

Where a suspect psyllid cannot be positively identified by an Approved Taxonomist/Entomologist, the carrier nursery stock will be rejected for certification under the Operational Procedure.

7.10 Confirmation of Tomato-Potato Psyllid

Where a suspect psyllid is subsequently confirmed to be tomato-potato psyllid, the Certification Controller of the accredited business must obtain written notification from the entomologist/taxonomist to this effect.

All carrier nursery stock in the consignment must be rejected for certification under the arrangement as per section 4.10.1: Rejected Product. Confirmation of tomato-potato psyllid must be reported to the Accrediting Authority within 24 hours by the accredited business.

Details of the rejected product must also be included on the Carrier Nursery Stock Inspection Record.

7.10.1 Rejected Product

All rejected product must be isolated and clearly identified to prevent mixing with conforming product.

Product rejected for tomato-potato psyllid may be –

(a) certified in accordance with an alternative quarantine entry condition; or

(b) consigned to markets that do not require certification of treatment and/or inspection for tomato-potato psyllid.

7.11 Post treatment and Inspection Security and Identification

7.11.1 Security

All treated and inspected plants must be held post treatment and inspection in the designated treatment area which is physically isolated from untreated plants.

7.11.2 Packing

Packed and palletised carrier nursery stock must be placed in secure conditions without delay after treatment and inspection. Product may be allowed to dry adequately prior to packing.

Treated product must be held for the minimum practical period after inspection before it must be secured against reinfestation.

Any treated and inspected carrier nursery stock which remains unpacked at the end of the day must be held in secure conditions until packed.

Completed pallets must be held for the minimum practical period before placing in secure conditions.

Certified product must be stored at and transported from the facility in secure conditions which prevent infestation by tomato potato psyllid.

Secure conditions include at least one of the following-

- unvented packages; vented packages with the vents secured with mesh which has a maximum aperture of 1.6mm;
- wrapping or bagging in sealed plastic sleeves or bags;
- fully enclosed consignments under tarpaulins, hessian, shade cloth, mesh or other covering which has a maximum aperture of 1.6mm;
- consignment shrink-wrapped and sealed as a palletised unit;
- fully enclosed or screened buildings, cold-rooms, vehicles (including tautliners in good condition)
- other facilities free from gaps or other entry points greater than 1.6mm.

The Business must have adequate procedures in place which prevent mixing of treated and untreated product at the facility.

7.12 Dispatch

7.12.1 Package Identification

The Authorised Dispatcher must ensure that each package is marked in indelible and legible characters of at least 5 mm, with –

- the **Interstate Produce (IP)** number of the Business that operates the approved facility in which the carrier nursery stock was treated and inspected; and
- the words "**MEETS ICA–62**"; and
- the **date (or date code)** on which the plants were treated;

prior to the issuance of a Plant Health Assurance Certificate by the Business under this Operational Procedure.

If the plants are consigned loose and not in packages, the carrier nursery stock must be secured from re-contamination as per section 7.11.2: Packing, and identification of plants must conform to one of the following, depending on the specified requirements of the importing state or territory –

- the above information is written on the consignment note or the invoice accompanying the plants and signed and dated by an Authorised Signatory of the Business certifying the plants; or
- each plant has a tag or label securely attached to it that includes the above information; or
- the plants are sealed in an enclosed vehicle or container and the seal number is included in the 'Brand Name or Identifying Marks section of the Assurance Certificate accompanying the consignment.

7.12.2 Plant Health Assurance Certificates

The Authorised Dispatcher must ensure a Plant Health Assurance Certificate is completed, dated and signed by an Authorised Signatory of the Business prior to dispatch of the consignment from the facility to a market requiring certification of treatment and inspection.

Plant Health Assurance Certificates **must** include –

(a) in the 'Accredited Business that Prepared the Produce' section -
- the name and address of the accredited Business that inspected and treated the plants;

(b) in the 'Certification Details' section -
- in the IP Number column, the IP Number. of the accredited Business that inspected and treated the plants;
- in the Facility Number column, the Facility Number of the accredited Business that inspected and treated the plants;
- in the Procedure column, the word 'ICA-62'

(c) in the 'Type of Plant Material' section -
- the number and description of each type of plant in the consignment;

NOTE: Where there is insufficient room to list each carrier nursery stock category 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.

(d) in the 'Treatment Details' section the statement -
- in the Date column, the date or dates of treatment;
- in the Treatment column, the words "Cover Spray";
- in the Chemical (Active Ingredient) column, the active ingredient of the cover spray chemical used;
- in the Concentration column, the words "at *** mL/L", where *** is the number of millilitres of concentrate added per litre of mixture.

Plant Health Assurance Certificates must be in the form of a Plant Health Assurance Certificate. A completed example is shown as Attachment 1.

Plant Health Assurance Certificates must be completed, issued to cover each consignment (ie. a discrete quantity of product transported to a single consignee at one time) to avoid splitting of consignments.

Plant Health Assurance Certificates must be completed, issued and distributed in accordance with the Work Instruction Guidelines for Completion of Plant Health Assurance Certificates (WI-QA015).

7.12.3 Plant Health Assurance Certificate Distribution

The original (yellow copy) must accompany the consignment.

The duplicate (blue copy) is to be sent to the below address not less than monthly.

Quality Assurance Officer
Quarantine WA
Locked Bag 69
WELSHPOOL DC, WA 6986

The triplicate (white copy) must be retained by the QA accredited Business that issued the certificate.

7.13 ICA System Records

The Business must maintain the following records –

- Chemical Mixture Tank Calibration Certificate ;
- Treatment Mixture Preparation Chart;
- Treatment Mixture Preparation and Treatment Record;
- Copy of each Authorised Inspection Person certificate;
- A register of Authorised Inspection Persons;
- Tomato-potato Psyllid Inspection Records;
- if applicable, completed Psyllid Identification Records;
- A copy of each Plant Health Assurance Certificate issued by the Business.

ICA system records must be retained for a period of at least 12 months from completion, or until the next compliance audit of the ICA arrangement, 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 must be made available on request by an Inspector.

7.14 ICA System Documentation

The Business must maintain the following documentation –

- a copy of the Business's current Application for Accreditation;
- a current copy of this Operational Procedure;
- a current Certificate of Accreditation for an Interstate Certification Assurance Arrangement.

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

8. NON-CONFORMANCES AND SANCTIONS

8.1.1 Non-conformances

Audits are regularly undertaken to evaluate the effectiveness of implementation of ICA requirements. If, in the opinion of the auditor, there is evidence indicating that there has been a failure to meet one or more accreditation requirements, the auditor may raise a Non-conformance Report (NCR). Actions required to address the non-conformance must be discussed and recorded on the NCR.

If the integrity of the accreditation has been significantly compromised, the non-conformance may provide grounds for the suspension or cancellation of the accreditation.

8.1.2 Incident Reports

Incident Reports may be raised by interstate quarantine authorities to report the detection of a non-conformance in carrier nursery stock certified under this ICA arrangement. An investigation into the incident must be conducted and findings reported back to the originator.

If the integrity of the accreditation has been significantly compromised, the incident may provide grounds for the suspension or cancellation of the accreditation.

8.1.3 Suspension and Cancellation

DPIRD may suspend or cancel an accreditation when an accredited business is found, for example, to have:

- obtained accreditation through the provision of false or misleading information;
- not paid fees owing to the DPIRD;
- contravened an accreditation requirement that compromises the integrity of the arrangement; and/or
- not rectified a non-conformance.

Any action taken by DPIRD to suspend or cancel an accreditation must be provided in writing to the business. This must also provide guidance on the lodgement of a written appeal requesting that the decision be reviewed.

9. CHARGING POLICY

The Business will be charged for all audit and investigation activities on a time basis at current rates prescribed by the DPIRD.

10. ATTACHMENTS

Attachment 1	Plant Health Assurance Certificate (completed example)
Attachment 2	Spray Tank Calibration Record (blank)
Attachment 3	Treatment Mixture Preparation Chart (blank)
Attachment 4	Inspection Record (blank).
Attachment 5	Psyllid Identification Record (blank)
Attachment 6	Register of Authorised Inspections Persons
Attachment 7	Treatment Mixture Preparation and Treatment Record

Attachment 1

Department of Agriculture and Food

GOVERNMENT OF WESTERN AUSTRALIA

ORIGINAL (Yellow) – Consignment Copy
DUPLICATE (Blue) – Quarantine WA Copy
TRIPLICATE (White) – Business (Book) Copy

Certificate Number: XXXXX

Business Specific Information*

Dispatch Date: / / Ref No:

Arrival Date: / / PO No:

* These items display business specific information entered at the discretion of the consignor. They do not represent any part of the certifying conditions of the produce.

Plant Health Assurance Certificate

Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013

All accreditation details must be completed. Please print clearly and initial any alterations

Consignment Details

Consignor

Name ABC Pty Ltd
Address Block Road
Perth WA 6000

Consignee

Name Plant Agents
Address Somewhere Road
Somewhere SA

Re-consigned To

(Splitting consignments or re-consigning whole consignments).

Name
Address

Certification Details

IP Number	Facility Number	Procedure
W 9999	01	ICAxx

Accredited Business That Prepared The Produce

Name ABC Pty Ltd
Address Block Road
Perth WA 6000

Grower or Packer

Name ABC Pty Ltd
Address Block Road
Perth WA 6000

Other Facilities Supplying Produce

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Brand Name or identifying marks (As marked on packages)	Date Code (As marked on packages)	Authorisation for Split Consignment
144	Cartons	Plants	ABC Plants	190517	Affix Authorisation Stamp to Split / Re-consignee here
			(see attachment)		

Treatment Details

Treatment	Chemical (Active Ingredient)	Treatment Date	Concentration / Duration and Temperature
Coverspray	Abamectin	18/15/17	90ml/100L

Additional Certification / Codes

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 business's Certification Assurance arrangement and that the details shown above are true and correct in every particular. I acknowledge that it is an offence under the *Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013* to issue assurance certificates without being accredited and/ or making false statements in certificates and declarations.

Authorised Signatory's Name (Please Print)	Signature	Date
Joe Bloggs	J Bloggs	19/05/2017

Attachment 2

SPRAY TANK CALIBRATION RECORD - ICA62

EQUIPMENT CALIBRATED

Name and Address of Owner of Equipment: _____

_____

Type of equipment (eg boom spray, mister): _____

Brand: _____

Model: _____

Serial No.: _____

Other Identification: _____

TESTING DETAILS

Name and Address of the Business Conducting the _____

_____

Date of Testing: _____

Type of Flow Meter Used: _____

Date of Latest Calibration of Flow Meter: _____

CALIBRATION RESULTS

Maximum Mixture Level Volume (litres) _____

Incremental Volumes (litres) (*as marked on the spray tank*): _____

_____

CERTIFICATION

The spray mixture tank on the equipment described above has been calibrated in the normal filling position using a calibrated flow meter. Volume indicator marks have been clearly marked on the tank with the volume in litres required to fill the tank to that level.

_____ _____ / /

Printed Name Signature Date

Attachment 3

TREATMENT MIXTURE PREPARATION CHART - ICA62

Spray Unit _____

Tractor _____

Operating Gear _____ Engine RPM _____

Concentrate *(Trade Name)* _____

Active Ingredient _____ Conc. _____ g/L

Application Rate _____ litres/hectare

Concentrate Mixing Rate ____ mL/litre of mixture

Full Tank

Full Spray Tank Volume = _____ Litres

Volume of Concentrate = _____ millilitres

Part Fill

_____ mL Concentrate / _____ Litres Mixture

_____ mL Concentrate / _____ Litres Mixture

_____ mL Concentrate / _____ Litres Mixture

Prepared by: _____ _____ / /

Printed Name Signature Date

Attachment 4

Psyllid Inspection Record - ICA62

Date of Inspection:		Package Identification	
Place of Inspection:		IP Number:	W
Name of Authorised Inspection Person:		PHAC No(s):	
Inspection Rate	☐ 600 Unit ☐2 %	Name & Address of Grower and / or Packer: (if multiple, list in comments/findings column)	
Notes:		Carrier nursery stock Type: (if multiple, list in comments/findings column)	

Total Number of Packages in Lot / Consignment: (list separately if multiple commodities)

Package No.	Number of Units	Total Number of Units	Comments/Findings
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
17			
18			
19			
20			
21			

Pass		Fail		Signature of Authorised Inspection Person:	

Actions resulting from a suspected detection of a quarantine pest

Attachment 5

PSYLLID IDENTIFICATION RECORD
For ICA-62

Att: Quarantine Entomologist
Department of Primary Industries and Regional Development
3 Baron-Hay Court
South Perth WA

Insert your details

Return results to	
Name	Facsimile
QA Officer - QWA	9334 1880

Identification Required	1	1. Entomology	Database ID #	

Consignment Details

Packhouse Name		Date	
Packhouse Address		IP #	W
Grower Name		Source Block ID	
Grower Address		IP #	W

DPIRD USE ONLY

Sample #		Consignment size	Description

#Insects submitted	1. 1 insect only 2. 2 – 5 insects 3. greater than 5 insects	Insects alive ☐ Insects dead ☐	

Insects / Identified (please print)			
		Determined by	

Sample #		Consignment size	Description

#Insects submitted	1. 1 insect only 2. 2 – 5 insects 3. greater than 5 insects	Insects alive ☐ Insects dead ☐	

Insects / Identified (please print)			
		Determined by	

Attachment 6

REGISTER OF AUTHORISED INSPECTION PERSONS - ICA62

Accredited Business Name			IP Number	W				
Date of Training	Authorised Inspection Person		Authorised by Certification Controller					
	Printed Name	Signature	Printed Name			Signature		

Note: Place a line through any entry for a person who is no longer Authorised to carry out tomato-potato psyllid inspections under the Business's Interstate Certification Assurance Arrangement.

Attachment 7

TREATMENT MIXTURE PREPARATION AND TREATMENT RECORD - ICA62

TREATMENT MIXTURE PREPARATION						TREATMENT					
Date	Time	Volume of Concentrate (Millilitres)	Volume of Mixture (Litres)	Trade Name of Concentrate	Other Pesticide(s) or Additive(s)	Date of Application	Spray Equipment Used	Type of Plants Treated	Number of Plants Treated	Spray Operator's Name	Signature