



# TREATMENT OF NURSERY STOCK AND POTTING MEDIA TO WESTERN AUSTRALIA

## REVISION REGISTER

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Authorised:  
**LEADER, MARKET ACCESS and CERTIFICATION**  
State Quarantine Service

Controlled:

Uncontrolled:

*A Business that is accredited for this Operational Procedure, will be issued with a copy of any revision to this procedure.*

*Holders of uncontrolled copies of this document will not be automatically advised of any amendments or revisions.*

*To check for any changes to this document, contact the Department of Primary Industries and Resources South Australia on (08) 8168 5200.*



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1	Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement	
2	Plant Health Assurance Certificate -- blank	
3	Plant Health Assurance Certificate – completed example.	
4	Plant Health Assurance Certificate Attachment – completed example. (NOTE; This is an example only - You may create your own Attachment provided it contains all the information stipulated in this Operational Procedure).	
5	Plant Health Assurance Certificate Attachment – blank example (NOTE; This is an example only – You may create your own Attachment provided it contains all the information stipulated in this Operational Procedure).	
6	Treatment Preparation Chart – blank	
7	Treatment Calibration Record – blank	
8	Preparation and Treatment Record – blank	

A copy of this Operational Procedure and other ICA information is available on the PIRSA web-site at;  
<http://www.pir.sa.gov.au/ica>

All contact regarding this Operational Procedure or any ICA matter should be made to the ICA Officer, Plant Health Operations, PIRSA, on (08) 8168 5200.



## 1.0 PURPOSE

The purpose of this procedure is to describe-

- (a) the principles of operation, design features and standards required for treatment equipment; and
- (b) the responsibilities and actions of personnel;

that apply to the cover spraying, treatment of soil-less potting media and certification for various quarantine pests destined to move to Western Australia under an Interstate Certification Assurance (ICA) arrangement.

## 2.0 SCOPE

This procedure allows a business accredited to issue certification facilitating the movement of nursery stock that has been treated and certified by a Business operating under an Interstate Certification Assurance arrangement in South Australia.

Pest; various pests and diseases and non-permitted species

Produce: nursery stock (if permitted on WAQIS Permitted and Quarantine Species List), soil-less media.

***Certification of a business under this Operational Procedure may not fulfil all quarantine entry conditions for all produce to interstate market destinations.***

***It is the responsibility of the Business consigning the produce to ensure compliance with all applicable quarantine requirements, especially that it appears as permitted on the 'WA Permitted and Quarantine Species List'.***

***Information on interstate quarantine requirements can be obtained from PIRSA Plant Health Operations. Whilst PIRSA makes every attempt to provide reliable information on the quarantine requirements of other states, it will not take responsibility for such information provided in good faith. The destination state has final determination in regard to additional entry requirements, so you are advised to contact Agriculture Western Australia on (08) 9334 1800 with any concerns regarding entry of produce into WA.***

**Accreditation is available for Treatment of Plants for direct consumption (not bearing fruit) however WAQIS written approval is required prior to accreditation being considered. Contact WAQIS on (08) 93341800 for further information.**

## 3.0 REFERENCES

**WI-02** 'ICA Guidelines for the completion of Plant Health Assurance Certificates'.

**WAQIS** 'WA Permitted And Quarantine Species List', available on-line at;  
[http://www.agric.wa.gov.au/pls/portal30/docs/FOLDER/IKMP/PW/WEED/PERMITTED\\_PROHIBITED.HTM](http://www.agric.wa.gov.au/pls/portal30/docs/FOLDER/IKMP/PW/WEED/PERMITTED_PROHIBITED.HTM)

### APVMA Off-Label Permits:

- PER 9796 – Bifenthrin
- PER 9795 – Bifenthrin, Imidacloprid, Mancozeb
- PER 10043 – Bifenthrin

***It is a condition of accreditation under this Operational Procedure that the accredited business accepts responsibility to obtain, store and comply with the above AVPMA permits including any subsequent renewals.***



#### 4.0 DEFINITIONS

<b>Accredit</b>	means to accredit persons to issue Plant Health Assurance Certificates under <i>The Fruit and Plant Protection Act 1992</i> .
<b>Accrediting Authority</b>	means the Department of Primary Industries and Resources South Australia (PIRSA)
<b>APVMA</b>	means Australian Pesticides and Veterinary Medicines Authority
<b>Assurance Certificate</b>	means a Plant Health Assurance Certificate (PHAC)
<b>Business</b>	means the legal entity responsible for the ICA arrangement detailed on the Application for Accreditation
<b>Certified or Certification</b>	means covered by a valid <i>Plant Health Assurance Certificate</i> or <i>Plant Health Certificate</i> .
<b>Consignment</b>	means a discrete quantity of packages consigned to one business at one location at one time.
<b>Cover Spraying</b>	means saturating all exposed parts of the plant ie, trunks, stems, leaves, buds, flowers, fronds, or isolated parts (when specified), to the point of run-off with a chemical solution or suspension.
<b>Dipping</b>	means full immersion into a specified chemical solution or suspension for the required time.
<b>ICA</b>	means Interstate Certification Assurance
<b>Interstate Certification Assurance (ICA) Arrangement</b>	means the agreed accreditation of a Business by an ICA Authority to, issue Assurance Certificates for a specified quarantine requirement(s) under specific conditions of an Operational Procedure.
<b>Non-conformance</b>	means a non-fulfilment of a specified requirement
<b>Off Label Permit (OLP)</b>	means a permit issued by the APVMA which specifies permitted use of a chemical contrary to the normal label.
<b>Permitted Species.</b>	means a plant appearing on the 'Permitted and Quarantine Species' List on the WAQIS Import Requirements Search site. <a href="http://agwdsrv02.agric.wa.gov.au/quarantine/">http://agwdsrv02.agric.wa.gov.au/quarantine/</a>
<b>PHAC / Plant Health Assurance Certificate.</b>	means a Plant Health Assurance Certificate (see example shown in Attachment 2).
<b>PIRSA</b>	means Primary Industries and Resources South Australia.

#### 5.0 RESPONSIBILITY

*The following titles have been used to reflect the responsibilities of staff under this Arrangement. These positions may not exist in all Businesses, titles may vary for staff holding the responsibilities or one person may carry out all of the responsibilities.*

**Certification Controller or Back-up Controller** are responsible for -



- Representing the Business during audits and other matters relevant to ICA accreditation;
- Training staff in their duties and responsibilities under this Procedure;
- Ensuring the Business and its staff comply with their responsibilities and duties under this Operational Procedure;
- Ensuring the Business has current accreditation for the arrangement under this Operational Procedure;
- Ensuring that the Accrediting Authority is immediately notified of any changes to the information provided on the current Application for Accreditation;
- Obtaining and understanding the applicable MSDS for the chemical product intended for use and ensuring staff are aware of the MSDS and trained in the safe use of chemicals.
- Ensuring the preparation of chemicals and treatment of plants for certification under the ICA Arrangement is carried out strictly in accordance with this Operational Procedure and the relevant Off Label Permits.
- Ensuring all certification of produce under the Business's ICA arrangement is carried out in accordance with this Procedure, and
- Ensuring the produce to be certified is permitted on the 'WAQIS Permitted and Quarantine Species List' and no soil is present in the potting medium.

**The Treatment Operator is responsible for:**

- maintaining a current calibration certificate for equipment used in the treatment of nursery stock under this operational procedure.
- preparing treatment mixtures.
- applying treatment to all lots of plants certified under this Operational Procedure within the interval specified prior to dispatch.
- maintaining preparation and treatment records of treatment.
- maintaining treatment equipment.
- ensuring those involved in preparation or application of chemicals have read the relevant APVMA Permits and adhere to the requirements therein.

**The Authorised Dispatcher is responsible for:**

- ensuring that produce handled, stored, packed and certified by the Business for dispatch has met all requirements of this Procedure.
- ensuring that records of all produce prepared for dispatch and dispatched are maintained in accordance with the requirements of this Procedure.
- ensuring that produce covered by the certificate has been prepared, packed and labelled in accordance with the ICA arrangement prior to ensuring an Authorised Signatory signs and issues an Assurance Certificate.
- ensuring copies of all Assurance Certificates issued by the Business under the ICA arrangement are maintained.

**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 the details on the certificate are true and correct in every particular.



## 6.0 REQUIREMENTS

- Plants of any kind in pots of more than 20L in size are not allowed entry into WA.
- All pots/containers used in consignment must be new and in clean condition.
- For all potting media treatments, the volume of solution applied to be at least 20% of the volume of the container and applied when the media is not saturated and is to be contained. For example, for a 20L pot, 4L of solution to be applied when the potting media is sufficiently dry so that the solution is absorbed by the potting media.
- The potting media is free of soil.
- All spray treatments to be applied with wetting agent at the manufacturers recommended rate to attain 100% coverage, to the point of run off.
- All treatments to be carried out between 2 and 10 days before export.
- All treatments to be prepared and applied by trained and qualified personnel who have read the relevant APVMA off label permits.
- Nursery stock must be treated in accordance with the requirements outlined in Table 1 of this Operational Procedure; 'Plants and Fruit Trees not Bearing Fruit'.

**Note: Cover spraying must be the last treatment before packing or loading for dispatch.**

***The Business must use chemical products in accordance with the instructions on the products approved label or an APVMA permit, and follow any first aid, safety, protection, storage and disposal directions on the product label or permit.***

***Following the required treatments in this procedure does not absolve the business from the responsibility of ensuring that treated produce does not contain a pesticide residue above the Maximum Residue Level (MRL).***

***PIRSA and the receiving Interstate Quarantine Authority maintain the right, at any time to inspect certified produce and to refuse to accept a certificate where produce is found not to conform to specified requirements.***

***Some produce may be damaged by chemical treatments. Businesses applying chemical treatments are advised to seek advice from experienced persons and/or to test small quantities.***

- Consignments must have a Plant Health Assurance Certificate signed by an Authorised Signatory which clearly specifies the words "Meets ICA-29" in the additional certification section and the treatment details specified on the certificate or on an attachment to the certificate;
- If an attachment is used the certificate shall include the words "See Attachment" in the additional certification section and the grower section and the attachment shall provide the above detail and the following;
  - The words "Attachment to PHAC # ? "; and ,
  - The PHAC # and issue date; and
  - Signature of the Authorised Signatory who signed the certificate.



Continuation of Accreditation is conditional upon an accredited Business paying any fee for service within the prescribed period. It is PIRSA policy to discontinue provision of services to a Business with any outstanding debt over 60 days.

**TREATMENTS - TABLE 1 .**

All Nursery Plants and Fruit Trees Not Bearing Fruit must be treated in accordance with the following using the APVMA Off Label Permit(s) applicable to the chemical(s).

TABLE 1		Nursery Plants and Fruit Trees (not-bearing fruit)
<b>A.</b>	<p><b>Plants In Soil-less Potting Medium</b></p> <p><b>NOTE</b> Potting medium containing any soil cannot be treated and certified using ICA-29. Media containing soil requires a PHC confirming treatment in accordance with WA entry requirements.</p> <p>All 5 are Applicable</p>	<p><b>POTTING MEDIUM</b></p> <p>1(a) <b>Bifenthrin 2g/kg (granules)</b> at 16 – 61g/10L of potting media as per Permit 9796, <b>OR</b> 1(b) <b>suSCon Green®</b> at label recommendations, <b>OR</b> 1(c) Immersion or drenching of container &amp; root ball in solution of <b>Bifenthrin 80g/L</b> at 25mls/100L as per Permit 10043 and commercial <b>wetting agent</b> at label recommendation. <b>OR</b> 1(d) Immersion or drenching of container &amp; root ball in solution of <b>Chlorpyrifos 500g/L</b> at 40ml/100L and commercial <b>wetting agent</b> at label recommendation. <b>AND</b> 2(a) <b>Furalaxyl 250g/kg</b> at label recommendations, <b>OR</b> 2(b) <b>Etridiazole / Thiothante-methyl or Etridiazole</b> at label recommendations, <b>NOTE</b> Potting medium containing soil requires PHC indicating treatment in accordance with WA requirements; <b>AND For ABOVE GROUND PARTS</b> 3(a) <b>Imidacloprid 200g/L</b> at 2.5mls/10L and in accordance with Permit 9795, <b>OR</b> 3(b) <b>Acetimidiprid 225g/L</b> at 4.4mls/10L at label recommendations. <b>AND</b> 4(a) <b>Bifenthrin (SC) 80g/L</b> at 6mls/10L as per Permit 9795, <b>OR</b> 4(b) <b>Bifenthrin (EC) 100g/L</b> at 5mls/10L as per Permit 9795, <b>AND</b> 5(a) <b>Mancozeb 800g/kg</b> at 15g/10L as per Permit 9795, <b>OR</b> 5(b) <b>Chlorothalonil</b> <b>OR</b> any other <b>Group Y Fungicide</b> at label recommendations.</p>
<b>B</b>	<p><b>Bare Rooted Plants/Cuttings with Leaves</b></p> <p>All 3 Apply</p>	<p><b>ABOVE GROUND PARTS</b></p> <p>1(a) <b>Imidacloprid 200g/L</b> at 2.5mls/10L at label recommendations, <b>OR</b> 1(b) <b>Acetimidiprid 225g/L</b> at 4.4mls/10L at label recommendations. <b>AND</b> 2(a) <b>Bifenthrin (SC) 80g/L</b> at 6mls/10L as per Permit 9795, <b>OR</b> 2(b) <b>Bifenthrin (EC) 100g/L</b> at 5mls/10L as per Permit 9795. <b>AND</b> 3(a) <b>Mancozeb 800g/kg</b> as per Permit 9795, <b>OR</b> 3(b) <b>Chlorothalonil</b> <b>OR</b> any other <b>Group Y Fungicide</b> at label recommendations.</p>
<b>C</b>	<p><b>Bulbs, Corms and Rhizomes</b> free of potting medium or soil</p> <p>Both Apply</p>	<p><b>ALL PARTS</b></p> <p>1(a) <b>Bifenthrin (SC) 80g/L</b> at 6mls/10L as per Permit 9795, <b>OR</b> 1(b) <b>Bifenthrin (EC) 100g/L</b> at 5mls/10L as per Permit 9795. <b>AND</b> 2(a) <b>Mancozeb 800g/kg</b> as per Permit 9795, <b>OR</b> 2(b) <b>Chlorothalonil</b> <b>OR</b> any other <b>Group Y Fungicide</b> at label recommendations.</p>
<b>D</b>	<p><b>Bare Rooted Plants/Cuttings without Leaves</b></p> <p>All 3 Apply</p>	<p><b>ALL PARTS</b></p> <p>1(a) <b>Bifenthrin (SC) 80g/L</b> at 6mls/10L as per Permit 9795, <b>OR</b> 1(b) <b>Bifenthrin (EC) 100g/L</b> at 5mls/10L as per Permit 9795. <b>AND FOR ABOVE GROUND PARTS</b> 2. <b>Mancozeb 800g/kg</b> at 15g/10L as per Permit 9795, <b>AND</b> 3. <b>White Oil</b> at 120ml/10L water</p>





## **7.0 PROCEDURES**

### **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 ten (10) working days prior to the intended date of commencement of certification of produce.

Each Business is provided (or will already have) a unique Interstate Produce (IP) number and is identifiable by the CAA number, comprising:

- the (IP) number of the business that owns or manages the property (eg S9999);
- the facility number; and
- the ICA number, ie Sxxxx-01-ICA29.

#### **7.1.2 Audit Process**

##### **Desk Audit**

A Desk Audit will be carried out to ensure the application is complete and correct. The applying business is allocated a unique IP number in preparation for an initial on-site audit.

##### **Initial On-site Audit**

After the new applicant Business has successfully passed the Desk Audit an initial On-site Audit of the facility must be carried out by an Authorised Officer of the Accrediting Authority to verify required procedures are in place, authorised staff are aware of the certification requirements and the ICA system is;

- implemented;
- capable of operating in accordance with this Operational Procedure; and
- is effective in ensuring compliance with the specified requirements of the ICA arrangement,

On successful completion of the initial on-site Audit:

- Accreditation is granted to cover the current season; and
- a Certificate of Accreditation is issued (refer 7.1.4).

A further Initial compliance audit will need to be conducted within 4 weeks of commencing certification or the issuing of the first assurance certificate pursuant to the operational procedure to ensure the arrangement is operating to requirements.

##### **Compliance Audits**

The accrediting authority will carry out scheduled compliance audits at regular defined intervals to verify that the ICA system is implemented and continues to operate in accordance with the requirements and procedures documented in the operational procedure.

The frequency of scheduled compliance audits will be at least once every 6 months. If the Arrangement does operate for more than six (6) months of the year a further Compliance Audit will be required.

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



### Random Audits

Random audits are conducted on a selected number of accredited Businesses each year and may take the form of:

- a full compliance audit; or
- audits of limited scope which sample certified produce and/or ICA system records and/or ICA system documentation.

Sanctions apply for failing to conform with the requirements of ICA and this procedure (see 8.0 Sanctions).

### 7.1.3 Re-Accreditation

Accredited Businesses are required to reapply for accreditation each year the Business seeks to operate under the ICA arrangement, prior to accreditation lapsing, or if accreditation has lapsed, prior to being accredited to certify produce under this arrangement.

A compliance audit will be conducted within twelve (12) weeks of re-accreditation.

### 7.1.4 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:

- IP number and Business name
- Facility location;
- Operational Procedure;
- Type of produce covered, chemicals used and any restrictions on the accreditation and;
- period of accreditation.

The Business must maintain and display a current Certificate of Accreditation at the facility and make it 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, produce type and chemical, covered by the Plant Health Assurance Certificate.**

## 7.2 Produce Treatment Requirements

### 7.2.1 Treatment Preparation Chart

The Business shall maintain a Treatment Preparation Chart (Attachment 6) or similar record in close proximity to the spray mixture preparation area at the time of making up the cover spray mixture.

Calculate the weights or volumes of concentrate for the maximum mixture level and each of the incremental volumes marked on the spray tank and record these on the Treatment Preparation Chart (Attachment 6).

A chart shall be prepared for each spray unit used by the Business for cover spraying under this procedure.



The chart shall provide the following details-

- the name of the Active Ingredient and Chemical Concentration;
- the total volume in litres of the spray tank when filled to the maximum mixture level mark;
- the volume in millilitres (mL) or the weight in grams (g) of concentrate added to achieve the required mixture when filled to the maximum mixture level mark;
- scales, if used to weigh solid concentrate, were verified as calibrated;
- the volume in millilitres (mL) or the weight in grams (g) of concentrate added to achieve the required mixture for any known incremental volumes used; and
- the printed name and signature of the person who prepared the solution and the date of preparation.

### 7.2.2 Preparation and Treatment Records

The Treatment Operator must record details of all chemical preparation and treatments using a Preparation and Treatment Record (Attachments 6 & 8).

The Business's preparation and treatment records must identify –

- the date of cover spray mixture preparation and application;
- the active ingredient and label concentrate of chemical used;
- amount of concentrate used (mL or g) in the spray mixture;
- the total volume (litres) of the made up spray mixture;
- active ingredients, concentration and amounts of any other pesticides or additives included in the spray mixture;
- the treatment equipment used;
- the lot/s (indicating type of plants or plant parts) treated;
- the number of plants sprayed; and
- the Treatment Operator.

The Treatment Operator shall:

- refer to the Treatment Preparation Chart (Attachment 6) to determine the amount of concentrate required to make up the desired quantity of spray mixture; and
- sign the Preparation and Treatment Record.
- Treat between 2-10 days prior to export.

### 7.2.3 Preparing the Treatment Mixture

#### Liquid Concentrate

Using a clean graduated measuring vessel, measure the amount of liquid concentrate required to achieve the specified number of millilitres (mL) per litre of mixture of the specified concentrate for the required volume of mixture.

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



### Solid Concentrate

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 container used.

The balance used must be calibrated (with 3 known weights covering at least 50% of the load range of the balance) each day that a mixture is prepared by the Treatment Operator. The balance must be verified as consistently accurate to within  $\pm 1\%$  of the total load range (to a maximum error of 10g). Calibration results shall be recorded on the Treatment Preparation Record (refer Attachment 6).

The Treatment Operator shall:

- add required amount of concentrate to the spray tank in accordance with the manufacturer's directions. Solid concentrates should be mixed with water before adding to the tank.
- fill the spray supply tank with clean water to the incremental volume mark or maximum mixture level mark.
- 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.
- Record the preparation of a mixture on the Preparation and Treatment Record (Attachment 8).

***The mixture may contain a fungicide or other chemical provided it is approved for use and known to be compatible with the concentrate used.***

***The addition of commercial wetting agents may be specified for some treatment requirements and these may also vary in compatibility.***

***Prior to mixing chemicals Treatment Operator must have evidence that compatibility of spray mixture ingredients has been verified ie by manufacturer of chemicals.***

### Wetting Agent

All spray treatments to be applied with wetting agent at the manufacturers recommended rate to attain 100% coverage, to the point of run off. Follow the label instructions for the compatible product recommended, and record amounts in the Treatment Preparation Chart (Attachment 6).

#### 7.2.4 Treatment

The Treatment Operator shall ensure that:

- a fresh mixture is prepared for each day that treatment is to be applied (see Table 1 in Section 6 - Requirement);
- treatment is to commence and finish within the interval specified as a requirement for that treatment prior to scheduled dispatch;



- all treatments are performed in the designated treatment area;
- all plants remain in the treatment area for the duration of the treatment.

### 7.2.5 Potting Media Treatment

#### Drench Treatment Volume

For all potting media treatments the volume of solution applied is to be at least 20% of the volume of the container and applied when the media is not saturated and is to be contained. For example, for a 20L pot, 4L of solution is to be applied when the potting media is sufficiently dry so that the solution is absorbed by the potting media.

Drench must be applied between 2-14 days prior to arrival in WA.

Apply the required drench (> 20% of container volume) to potting mix in containers/pots as a single drench (if the entire drench can be applied in one session) or multiple cumulative drenches (ie. the potting medium cannot be permitted to dry out to the extent that it could absorb a drench equivalent to 20% of the container).

#### Granular Potting Media Treatment

##### **Bifenthrin** (extracted from APVMA Off Label Permit)

All Bifenthrin granules are to be applied topically to pot surface. Apply granules at the rate dependant upon the potting media density using Table 2. Guide to Average Potting Mix Densities (below - as extracted from the APVMA Permit). If the media to be treated varies from the specified ratios in Table 2 determine the average composition of the media to be treated and apply the rate that correlates with a mix with similar density.

**Table 2. Guide to Average Potting Mix Densities**

Potting Mix	Specific Gravity	Product g/L
100% peat (light)	0.5	1.6
75% peat / 25% sand	0.85	2.7
50% peat / 50% sand	1.2	3.8
25% peat / 75% sand	1.55	5.0
100% sand	1.9	6.1

#### **SuSCon Green® / Chlorpyrifos**

Apply suSCon Green granules into media according to manufacturer's label.

### 7.2.6 Cover Spray Treatment

#### Spray Tank Volume and Calibration

Permanent volume indicator marks shall be made on the side of the spray 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 shall include the volume in litres required to fill the tank to that level.

At the Initial audit each spray tank to be used under this Operational Procedure shall undergo a successful calibration test conducted by the Accrediting Authority using a calibrated flow meter. A Treatment Calibration Record (Attachment 7) will be issued by the Accrediting Authority for each calibrated tank to verify the volume indicator marks



with the tank at the normal filling position and must be available at all compliance audits.

Further calibration tests and issue of new Calibration Record by the Accrediting Authority will be necessary each time new spray tanks are introduced or existing ones are altered. A blank Treatment Calibration Record is shown as Attachment 7.

### 7.2.7 Cover Spray Equipment Maintenance

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

## 7.3 Post Treatment Security and Identification

### 7.3.1 Security

All treated plants must be held post treatment in the designated treatment area.

### 7.3.2 Identification

Each treatment lot shall 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.

## 7.4 Dispatch / Packaging

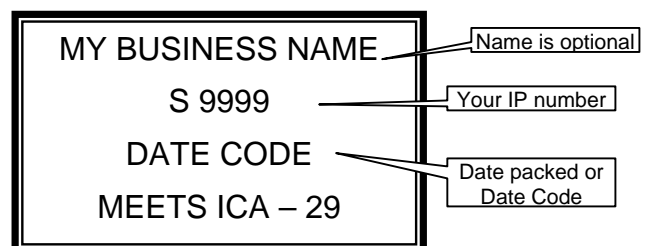
The Authorised Dispatcher shall ensure;

- that product is in new containers
- has been treated under this operational procedure,
- is clearly identified and can be referenced to the Preparation and Treatment Record (refer Attachment 8)
- that only product that meets the requirements has been certified.
- Consignment will be transported under secure conditions that prevent cross-infestation from uncertified produce.

### 7.4.1 Package Identification

Prior to the issuance of a PHAC by the Business under this Procedure, the Authorised Dispatcher must ensure that each individual package of certified produce is marked on at least one end (or side) panel, in legible and indelible characters of at least 5mm with:

- the Interstate Produce (IP) number of the accredited Business certifying the produce under this Operational Procedure;
- the words “MEETS ICA-29”; and
- date (or date code) on which the produce was packed. (See example stamp / sticker ➡)
- description of the contents indicating genus and species;



A package is the final individual unit that the consigned product will be marketed in and may include a box, carton or other similar packaging unit but outer packaging is not shrink wrapping.



Plants consigned loose shall be identified by one of the following methods:

- the above information is written on the consignment note or the invoice accompanying the plants and signed and dated by an Authorised Signatory; or
- each plant has a tag securely attached that includes the above information; or
- 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.

**Produce that has not been verified as conforming to the requirements specified in this Procedure shall not be marked as stated above.**

Packages found labelled incorrectly must be either removed or the labelling covered (with a clean white sticky label etc) and re-labelled correctly.

## 7.5 Assurance Certificates

### 7.5.1 Plant Health Assurance Certificates / PHAC's

Prior to dispatch the authorised dispatcher shall ensure a Plant Health Assurance Certificate (PHAC) (refer Attachments 2 and 3) is completed and signed by an Authorised Signatory of the Business and accompany each consignment.

An authorised signatory must ensure that the PHAC clearly includes and identifies:

- a. In the "IP No. of Acc. Business" section -
  - the IP No. (Sxxxx) of the accredited Business certifying the produce;
- b. In the "Consignor" and "Consignee" sections -
  - the name and physical addresses of the the sender and receiver of the certified produce;
- c. In the "Accredited Business that Prepared the Produce" section -
  - the name and address of the accredited Business certifying the produce;
- d. In the "Grower" section -
  - the name and physical address of the property on which the plants were grown;
- e. In the "Brand Name / Identifying Marks" and " Date Packed (or date code)" section -
  - the "Brand Name / Identifying Marks" and " Date Packed (or date code)".
- f. In the "Type of Produce" section -
  - The type and quantity of produce in the consignment using botanical name and the plant category ie 'Potted', 'Bare-rooted with leaves', 'Cutting with Leaves', 'Bulbs', 'Bare-rooted/No leaves' or 'Cutting/No Leaves'.  
(cross through unused lines as shown on the example in Attachment 4).

**NOTE: If there is insufficient room to list each produce type, write, "See Attachment" and securely attach an Attachment to each copy of the PHAC.(See sample and blank in Attachments 4 & 5).**

The Attachment must include the following;

- the words "ATTACHMENT TO PHAC # X"; (#X = the PHAC number).
- name and address of the consignor;
- number and type of packages and type / genus of produce;
- signature of the Authorised Signatory that signed the PHAC and
- the PHAC issue date.



- g. In the “Treatment” section -
- In the date column “the date of the treatment”.
  - In the treatment column “Potting Media Drench” or “Cover-spray”.
  - In the chemical column “the Active Ingredient and Concentration” indicated on the label of the chemical used for treatment.
  - In the concentration column “g/L or ml/L” added to each litre of the spray mixture by the operator.

**NOTE: If there is insufficient room to list the treatments, write, “See Attachment” and securely attach an Attachment to each copy of the PHAC.(See sample and blank in Attachments 4 & 5).**

The Attachment must include the following;

- the words “ATTACHMENT TO PHAC # X”; (#X = the PHAC number).
  - name and address of the consignor;
  - all of the required treatment details indicated above;
  - signature of the Authorised Signatory that signed the PHAC and
  - the PHAC issue date.
- h. In the “Additional Certification” section -
- “Meets ICA – 29”.
  - Any other relevant additional certifying information required or requested by the receiving state
- i. Certifying Signatory must insert their name, the date and sign the completed certificate at the bottom (as well as on any Attachments).
- j. Attach a copy of any attachments to the white (book) copy for audit purposes.

Individual PHAC’s shall be issued to cover each consignment (ie a discrete quantity of produce to a single consignee at the one time) to avoid splitting of consignments. A PHAC may be issued to cover a consignment that is made up of produce sourced from a number of accredited/registered properties provided the certification given is applicable to all the produce in the consignment.

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

### 7.5.2 Additional Certification

The Certifying Authorised Signatory should check whether any other quarantine requirements (eg a treatment or condition) apply to the produce and market they are consigning the produce to, prior to preparing a PHAC for the consignment.

If any other plant health certification is required, it is the responsibility of the certifying Business to:

- certify the produce under the appropriate ICA operational arrangement; or
- contact WAQIS or PIRSA to gain the additional certification required.

### 7.5.3 Plant Health Assurance Certificate (PHAC) Distribution

The **original** (yellow copy) must accompany the consignment (along with any Attachments).

The **duplicate** (white copy) must be retained by the accredited Business (along with duplicates of any Attachments).





## 8.0 SANCTIONS POLICY

PIRSA will implement sanctions depending on whether nonconformities are detected at audit and whether these are proven to be of a critical, major or minor nature.

The Department of Agriculture Western Australia reserves the right to inspect at any time, produce prepared under this ICA arrangement and to refuse to accept a Assurance Certificate issued by a business operating under this ICA arrangement where produce is found not to conform with the conditions specified in this procedure.

### 8.1 Action upon Detection of Nonconformities

Upon detection of a critical nonconformity the ICA Arrangement will be suspended immediately and interstate plant health authorities informed by facsimile and/or email.

Detection of a major nonconformity will require issue of an NCR which shall stipulate the necessary corrective action to be undertaken prior to a follow-up audit being undertaken. Failure to correct the problem will result in suspension of the ICA Arrangement until the Business rectifies the problem.

Minor nonconformities detected at audit will receive an NCR which shall stipulate the necessary corrective action which must be rectified.

## 9.0 DOCUMENTATION / RECORDS

### 9.1 ICA System Records

The Business shall maintain the following records -

- Duplicate copy of each *Plant Health Assurance Certificate (and any Attachments)* issued by the Business.
- Records of Produce Receipt and records of Produce Packing/Dispatch

ICA system records shall be retained for a minimum period of twelve (12) months and made available when requested by an Authorised Officer.

### 9.2 ICA System Documentation

The Business shall maintain the following documentation -

- Copy of the Business's current Application for Accreditation (refer Attachment 1);
- Current copy of this Operational Procedure; and
- Current *Certificate of Accreditation for an Interstate Certification Assurance (ICA) Arrangement* and

ICA system documentation shall be made available on request by a PIRSA Officer.

## 10.0 ATTACHMENTS

Attachment 1	Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement.
Attachment 2	Plant Health Assurance Certificate
Attachment 3	Plant Health Assurance Certificate – completed example
Attachment 4	Plant Health Assurance Certificate Attachment – completed example. (NOTE; This is an example only - You may create your own Attachment provided it contains all the information stipulated in this Operational Procedure).



- Attachment 5 Plant Health Assurance Certificate Attachment – blank example  
(NOTE; This is an example only – You may create your own Attachment provided it contains all the information stipulated in this Operational Procedure).
- Attachment 6 Treatment Preparation Chart – blank
- Attachment 7 Treatment Calibration Record – blank
- Attachment 8 Preparation and Treatment Record – blank

**APPLICATION FOR ACCREDITATION OF A BUSINESS FOR AN INTERSTATE  
CERTIFICATION ASSURANCE (ICA) ARRANGEMENT**

**Complete this Application and return to Plant Health Operations, 46 Prospect Rd, Prospect SA, 5082 along with a completed Property Approval Form for your facility site and each property that will supply produce to be certified under this arrangement.**

**Type of application being made (Tick one box) :    Renewal    New    Amendment**

NOTE: This application can only cover one Operational Procedure (ICA arrangement) at one Facility

Has Business previously been registered for interstate movement of produce?    Yes    No

S					
---	--	--	--	--	--

If yes, provide the Business's Interstate Produce (IP) Number

**Operational Procedure / Arrangement**

Reference Number                      Title of Operational Procedure

<b>ICA</b>	<b>2</b>	<b>9</b>	<b>MOVEMENT OF NURSERY STOCK TO WESTERN AUSTRALIA</b>			
			Tick part(s) for which accreditation is sought (if applicable)			
			Part A	Part B	A & B <input checked="" type="checkbox"/>	

**Business Name / Trading Name(s) of Business** (Names or brands shown on produce packaging)

--

**Type of Ownership of Business.** (Tick one box)

**Individual    Partnership    Incorporated Company    Cooperative Association**

**Other** (specify) .....

**Names of Applicant(s)**

Print your full name and names of any partners in usual order. For incorporated companies and co-operatives print the full name of the legal entity.	

Australian Business Number (ABN),  
Aust Company Number (ACN), or  
Aust Registered Body Number (ARBN)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Companies must provide their Australian Company Number (ACN) or Australian Registered Business Number (ARBN) and attach a copy of the Certificate of Incorporation to this application  
copy of *Certification of Incorporation* attached.

A Co-operative Association must provide Certificate or Registration as appropriate proof of registration  
copy of *Certificate of Registration* attached.

**Postal address of the Business** (where all correspondence will be sent)

Postcode	Mobile
<b>Email:</b>	Telephone (.....)
	Facsimile (.....)

**Location of the Business Facility** (Street address, lot number or section number)

Postcode	Mobile
Section                      Hundred	Telephone (.....)
	Facsimile (.....)
	Email Address

Section/Hundred numbers are available from your council rate notice

**Authorised Signatories for signing Assurance Certificates**

	Family Name	Given Name(s)	Specimen Signature
<b>Certification Controller</b>			
<b>Back-up Certification Controller</b>			
<b>Additional Authorised Signatories</b>			

**APPLICATION FOR ACCREDITATION OF A BUSINESS FOR AN INTERSTATE  
CERTIFICATION ASSURANCE (ICA) ARRANGEMENT**

**Plants, Produce or Associated Equipment to be treated under this ICA Arrangement**

<b>NURSERY STOCK</b>
----------------------

**Certification Assurance System Records**

To verify that the business is carrying out the necessary responsibilities and duties, records must be maintained in accordance with the examples within the Operational Procedure, unless you apply to use alternative or additional records/method below and are granted permission.

I hereby apply for permission to use the following alternative or additional records, as listed below.


**Accreditation Conditions**

For the purposes of this agreement the following definitions shall apply:

- Applicant** the person, cooperation or other legal entity who is accredited under this agreement
- Inspector** an inspector appointed under the Fruit and *Plant Protection Act 1992*
- Department** Primary Industries and Resources South Australia
- Interstate Certification Assurance (ICA) system** the processes, equipment, personnel & resources used to implement the Operational Procedure

For the purposes of this agreement the following conditions shall apply:

- The applicant must maintain and operate the interstate certification assurance system in accordance with the Operational Procedures and must maintain the relevant records.
- The applicant will, upon request, allow an inspector to enter any premises where product certified under the agreement is treated or dispatched, or where any product, equipment, chemicals, documents or records are stored.
- The inspector may inspect or take samples of any relevant item present on the premises at the time of this search.
- The applicant must take all steps to assist an inspector in the conduct of audits, including allowing the inspector to interview any employee of the applicant in relation to the implementation of the interstate certification assurance system.
- The applicant authorises the persons listed as Authorised Signatories on this application to issue certificates on his or her behalf.
- The applicant agrees to pay to the Chief Executive of the Department any costs associated with the conduct of audits by an inspector. The applicant will be notified of these costs at the time of accreditation.
- The applicant agrees to relinquish unused Plant Health Assurance Certificate books (or parts thereof) to the ICA Contact Officer on withdraw, suspension or cancellation of accreditation.
- The applicant hereby agrees to abide by the accreditation conditions listed above and acknowledges that any accreditation is granted subject to those conditions and certifies that all of the information contained in this application is true and correct.

Name in Full (please print)	Partner / Director etc	Signature	Date
			/ /
			/ /
			/ /
			/ /

**Note: Where applicants are members of a partnership, each partner must sign the application.  
For Corporations/Associations with more than one Director, two Directors must sign or a Director and Company Secretary.**

You, All Partners, or 2 Directors have signed above. Certification of Incorporation / Registration attached ABN provided  
 Authorised Signatories have signed page 1. Type of ownership indicated

**Office Use Only**

<b>DESK AUDIT</b>	<b>Passed</b>	<b>Not Passed</b> because .....
Alternate record-keeping granted    Yes    No		
.....	.....	..... / ..... / .....
Name of Desk Auditor (please print)	Signature of Officer	Date

**ACCREDITATION EXPIRES ON .....**

PIRSA STAMP



# PLANT HEALTH ASSURANCE CERTIFICATE

Certificate Number **12345**

IP Number	Facility No.	Arrangement Code	Expiry Date
S		I C A 2 9	/ /

### Consignment Details (Please Print)

Consignor

Name  
Address

Consignee

Name  
Address

Reconsigned To

(Splitting consignments or reconsigning whole consignments)

Name  
Address

Method of Transport

(Provide details where known)

Road Vehicle Details Reg. No.  
Rail Consignment no.  
Air Airline/Flight no.

### Certification Details (Please Print)

Accredited Business that Prepared the Produce (as IP# above)

Name  
Address

Grower

Name  
Address

Brand Name or Identifying Marks (as marked on packages) Date Code (as marked on packages)

No. of Packages	Type of Packages (eg. trays, cartons)	Type of Produce	Authorisation for Split Consignment

Date	Treatment	Chemical (Act/Ingredient)	Concentration	Duration and Temperature
	Dibbina	Dimethoate	400 ppm	One Min 10 sec then wet for 60 sec.
	Dibbina	Fenthion	412.5 ppm	One Min 10 sec then wet for 60 sec.
	Flood spraying	Dimethoate	400 ppm	10 seconds then wet for 60 seconds
	Flood spraying	Fenthion	412.5 ppm	10 seconds then wet for 60 seconds
	Non-recirculated spray	Fenthion	412.5 ppm	10 seconds then wet for 60 seconds
	Fumigation	Methyl Bromide	g/m <sup>3</sup>	Two Hours @ °C

### Additional Certification

(Apply ICA Stamp here)

### 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 Interstate Certification Assurance arrangement and that the details shown above are true and correct in every particular.*

Authorised Signatory's Name (Please Print)

Signature

Date



# PLANT HEALTH ASSURANCE CERTIFICATE

Certificate Number **12345**

IP Number	Facility No.	Arrangement Code	Expiry Date
S 9 8 7 6	- 0 1	I C A 2 9	1 / 4 / 08

## Consignment Details (Please Print)

Consignor

Consignee

Name	Plants Galore
Address	Lot 99 Golden Road NURSERYLAND SA 5120

Name	Best Plants
Address	1 Windsor Drive NEWMARKET WA 9999

Reconsigned To

Method of Transport

(Splitting consignments or reconsigning whole consignments) (Provide details where known)

Name	
Address	

<input checked="" type="checkbox"/> Road	Vehicle Details Reg. No. <b>SES 101</b>
<input type="checkbox"/> Rail	Consignment no.
<input type="checkbox"/> Air	Airline/Flight no.

## Certification Details (Please Print)

Accredited Business that Prepared the Produce (as IP# above)

Grower

Name	Plants Galore
Address	Lot 99 Golden Road Virginia SA 5120

Name	Best Orchards
Address	1 Stone Rd, Riverland SA 5120

Brand Name or Identifying Marks (as marked on packages)

Date Code (as marked on packages)

Best Orchards
---------------

29 November 2007
------------------

No. of Packages	Type of Packages (eg. trays, cartons)	Type of Produce	Authorisation for Split Consignment
	SEE		
	ATTACHMENT		

Date	Treatment	Chemical (Act. Ingredient)	Concentration	Duration and Temperature
	Dibbina	Dimethoate	400 ppm	One Min 10 sec then wet for 60 sec.
	Dibbina	Fenthion	412.5 ppm	One Min 10 sec then wet for 60 sec.
	Flood spraying	Dimethoate	400 ppm	10 seconds then wet for 60 seconds
	Flood spraying	Fenthion	412.5 ppm	10 seconds then wet for 60 seconds
	Non-recirculated spray	Fenthion	412.5 ppm	10 seconds then wet for 60 seconds
	Fumigation	Methyl Bromide	a/m <sup>3</sup>	Two Hours @ °C
	SEE ATTACHMENT			

Additional Certification

<p><b>"Meets ICA-29"</b></p> <p style="text-align: right;">(Apply ICA Stamp here)</p>
---

## 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 Interstate Certification Assurance arrangement and that the details shown above are true and correct in every particular.

Authorised Signatory's Name (Please Print)

Signature

Date

Charlie Stalk Jr
------------------

Charlie Stalk Jr
------------------

1/12/07
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EXAMPLE

This Attachment forms part of Plant Health Assurance Certificate No.: **12345**

Consignor

Name	PLANTS GALORE			IP No:	S9876
Address	Lot 99 Golden Pond Rd, NURSEYLAND	State	SA	Postcode	5120

PLANT CATEGORY:

Carton No.	Quantity	Produce Type/ Botanical Names (Genus & Species)	Category (ie Potted)	Grower
2345	35	<i>Wodyetia bifurcata</i> (foxtail)	Potted	PLANTS GALORE
2346	40	<i>Ixora conccinea</i> - Coral Fire	"	"
2347	30	<i>Ixora Javanica</i> - Malay Pink	"	"
2348	20	<i>Ixora coccinea</i> - Pygmy White	"	"
2349	20	<i>Delonix regia</i> (Poinciana)	"	"
2350	20	<i>Adenium obesum</i> (Desert Rose)	Bare-rooted with Leaves	"
2351	10	<i>Zamioculcas zamiifolia</i>	Cutting/No leaves"	"

TREATMENT:

Date	Treatment	Chemical (Active Ingredient)	Concentration	Duration and Temperature
29/11/07	Soil Drench	Imidacloprid 200g/L	2mL/10L	
29/11/07	Soil drench	Bifenthrin 2g/kg	16g/10L	
29/11/07	Soil drench	Furalaxyl 200g/kg	20g/10L	
29/11/07	Cover spray	Bifenthrin 100g/L	5mL/10L	
29/11/07	Cover Spray	Mancozeb 800g/kg	15mL/10L	

Additional Certification

Authorised Signatory's Name (Please Print) <div style="border: 1px solid black; padding: 5px; text-align: center;">Charlie Stalk</div>	Signature <div style="border: 1px solid black; padding: 5px; text-align: center;"><i>Charlie Stalk</i></div>	Date <div style="border: 1px solid black; padding: 5px; text-align: center;">1/12/2007</div>
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**PHAC ATTACHMENT**

**This Attachment forms part of Plant Health Assurance Certificate No.:**

**Consignor**

<b>Name</b>				<b>IP No:</b>
<b>Address</b>		<b>State</b>		<b>Postcode</b>

**PLANT CATEGORY:**

Carton No.	Quantity	Produce Type/ Botanical Names (Genus & Species)	Category (ie potted)	Grower

**TREATMENT:**

Date	Treatment	Chemical (Active Ingredient)	Concentration	Duration and Temperature

**Additional Certification**

<b>Authorised Signatory's Name (Please Print)</b>	<b>Signature</b>	<b>Date</b>





IP # .....

## TREATMENT PREPARATION CHART

Active Ingredient \_\_\_\_\_

Chemical Concentrate: \_\_\_\_\_ in g/L or g/km

Full Tank Volume: \_\_\_\_\_ Litres

Concentrate required for Full Tank: \_\_\_\_\_ ml/g

Balance Calibration (applicable for solid concentrate only)

The balance used was calibrated today, prior to calibration, using 3 known weights and verified as being accurate within, **AND**/- 1% of the total load range.

### Part Fill or Top-Up (Concentrate [mL or g]/Mixture [L]:

\_\_\_\_\_ mL/g Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL/g Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL/g Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL/g Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL/g Concentrate / \_\_\_\_\_ Litres Mixture

I prepared the treatment mixture in accordance with the above information;

\_\_\_\_\_

Printed Name

Signature

Date



IP # .....

# TREATMENT CALIBRATION RECORD

(To be completed and endorsed by a PIRSA Inspector for each spray tank)

## EQUIPMENT CALIBRATED

Name and Address of Accredited Business

Type of equipment (eg boom spray, mister):

Brand:

Model:

Serial No.:

Other Identification:

## TESTING DETAILS

Name of PIRSA Inspector Conducting Test

PIRSA Office Address

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

Inspectors Signature

Date

PIRSA Stamp



**PREPARATION AND TREATMENT RECORD**

*IP # .....*

<b>MIXTURE PREPARATION</b>						<b>TREATMENT</b>				
<b>Date of Preparation / Application</b>	<b>ACTIVE INGREDIENT</b>	<b>Label Strength Of Active Ingredient, in g/L or g/kg</b>	<b>Concentrate Added (mL or g)</b>	<b>Volume of Mixture (Litres)</b>	<b>OTHER PESTICIDES OR ADDITIVES</b>	<b>Equipment Used</b>	<b>Treatment Lot No.</b>	<b>Quantity of Plants Treated</b>	<b>Spray Operator's Name</b>	<b>Signature</b>