

DEPARTMENT OF  
PRIMARY INDUSTRIES

# Nursery Stock

ICA-29: Treatment for Export to Interstate Markets  
Version 6.3

## REVISION REGISTER

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27/7/2009	Version 5.0: amend treatments for bulbs and bare-rooted cuttings (6.0); amend PHAC example (att1)
9/03/2011	Version 6.0: add guidance notes covering chemical use records (6.0, 10.1), add reference to PS-28: Sanitised Containers (6.0), make generic for other states
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30/07/2012	Version 6.3: add pots and packaging reference (9.1), addition of SLW host list (9.5.1)

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## 1. 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 treatment of nursery stock plants, which may be either bare-rooted or in a soil-less potting media, for various quarantine pests and diseases, under an Interstate Certification Assurance (ICA) arrangement.

## 2. Scope

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

**Pest:** various pests and diseases

**Host:** nursery stock including plants for propagation, bulbs, seedlings and potted plants.

Certification under this procedure may not fulfil all quarantine entry conditions for all produce to interstate markets. It is the responsibility of the business consigning the produce to ensure compliance with all applicable quarantine requirements.

Information on quarantine requirements can be obtained from DPI Inspectors.

## 3. References

PSW-02 Completion of Plant Health Assurance Certificates

APVMA Permit PER9796 – Bifenthrin

APVMA Permit PER9795 – Bifenthrin/Imidacloprid/Mancozeb, Bifenthrin/Mancozeb

APVMA Permit PER10043 - Bifenthrin

## 4. Definitions

<b>Accredit</b>	means to accredit persons to issue Assurance Certificates
<b>APVMA</b>	means the Australian Pesticides and Veterinary Medicines Authority.
<b>Authorised Signatory</b>	means a person whose name and specimen signature is provided as an authorised signatory.
<b>Business</b>	means the legal entity responsible for the operation of the facility and ICA arrangement.
<b>Certification Assurance</b>	means a voluntary arrangement between the DPI and a business that demonstrates effective in-house quality management and provides assurance through documented procedures and records that produce meets specified requirements.

<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>DPI Inspector</b>	means a person authorised as an inspector under the Act
<b>Non-conformance</b>	means a non-fulfilment of a specified requirement.
<b>Plant Health Assurance Certificate (PHAC)</b>	means certification issued by an Authorised Signatory of an accredited business.

## 5. Responsibility

*The position titles used reflect the responsibilities of staff under the arrangement. These positions may not be present in all businesses, or different titles may be used for staff that carry out these responsibilities. One person may carry out the responsibilities of more than one position.*

The **Certification Controller** is responsible for:

- representing the business during audits and other matters relevant to the ICA;
- training staff in their duties and responsibilities under this ICA;
- ensuring the business and staff comply with their responsibilities and duties;
- ensuring the business has current accreditation for an ICA under this procedure;
- obtaining and reading the Material and Safety Data Sheet for the chemical product in use;
- ensuring staff are trained in the use of chemicals, including awareness of MSDS; and
- ensuring the requirements of Occupational Health and Safety (Hazardous Substances) Regulations 1999 (Victoria) are addressed, including the conduct of a risk assessment.

The **Product Controller** is responsible for:

- ensuring all stock received by the business is sourced in accordance with this procedure; and
- maintaining a record of receipt that is kept and updated.

The **Treatment Operator** is responsible for:

- maintaining a current calibration certificate for treatment equipment;
- preparation, safe use and disposal of treatment mixtures;
- applying treatment to all lots of plants within the interval specified prior to despatch;
- maintaining preparation and treatment records of treatment.
- maintaining treatment equipment.

The **Authorised Despatcher** is responsible for:

- ensuring all packages covered by a PHAC are identified; and
- maintaining copies of each PHAC issued.

The **Authorised Signatories** are responsible for:

- ensuring, prior to signing and issuing a PHAC, that produce covered by the certificate has been treated in accordance with this procedure and that the details on the certificate are true and correct in every particular.

## 6. Requirement

- All potted plants must be in a soil-less potting medium.
- Plants of any kind in pots of more than 20L in size are not allowed entry.
- Second-hand or used product containers must be cleaned, sanitised and certified by an accredited business under PS-28: Sanitised Containers (for entry into WA only).
- For all potting media treatments, the volume of solution applied must 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.
- All spray treatments to be applied with a wetting agent (8.3.3) at the manufacturers recommended rate to attain 100% coverage, until the point of run off.
- All treatments to be carried out within 10 days prior despatch, unless specific elsewhere.
- Clean peat moss (including coir and coco) used for packing is not required to be treated.
- Plants of the myrtaceae family may not be certified under this procedure.

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

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

The Business must use chemical products in accordance with the instructions included on the products approved label and this procedure, and follow any first aid, safety, protection, storage and disposal directions on the product label.

Businesses that treat produce for fee or reward are required to hold a Commercial Operators Licence with the Department of Primary Industries.

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).

Some produce may be damaged by chemical treatments. Businesses applying chemical treatments should check with experienced persons such as Departmental inspectors for any available information. Testing of small quantities is recommended.

The Agricultural and Veterinary Chemical (Control of Use) Regulations 2007 specifies chemical use records which must be kept. Businesses may be required to keep more records of chemical use than as specified by this procedure.

For further information contact the Chemical Standards Branch on 136 186 or visit [www.dpi.vic.gov.au/chemicalstandards](http://www.dpi.vic.gov.au/chemicalstandards).

The business must comply with the requirements of the local government, environmental and workplace health and safety authorities. Plants must be treated in accordance with the following table:

<b>Nursery Plants</b>	
<p>Plants in soil-less potting medium</p> <p><b>Certify that plants meet all 5 points.</b></p>	<ol style="list-style-type: none"> <li>1. Potting medium               <ol style="list-style-type: none"> <li>(a) bifenthrin 2g/kg (granules) at 16 to 61g/10L of potting medium (see permit 9796) applied within 60 days of export; or</li> <li>(b) suSCon Green® at label recommendations applied within 180 days prior to export; or</li> <li>(c) full immersion or drenching of the container and root ball in a solution of 80g/L bifenthrin at 2.5ml/10L and a commercial wetting agent used at the manufacturer's recommended rate. (see permit 10043); or</li> <li>(d) full immersion or drenching of the container and root ball in a solution of chlorpyrifos 500g/L at least 4ml/10L of water and a commercial wetting agent used at the manufacturer's recommended rate; and</li> </ol> </li> <li>2. Potting medium               <ol style="list-style-type: none"> <li>(a) Furalaxyl 250g/kg at label recommendations; or</li> <li>(b) Etridiazole / Thiophante-Methyl at label recommendations; or</li> <li>(c) Etridiazole 350g/kg at label recommendations; and</li> </ol> </li> <li>3. Above ground parts               <ol style="list-style-type: none"> <li>(a) imidacloprid 200g/L at 2.5mL per 10L at label recommendations (see permit 9795); or</li> <li>(b) acetamiprid 225g/L at 44ml/100L at label recommendation; and</li> </ol> </li> <li>4. Above ground parts               <ol style="list-style-type: none"> <li>(a) bifenthrin (EC) 100g/L at 5mL/10L (see permit 9795); or</li> <li>(b) bifenthrin (SC) 80g/L at 6mL/10L (see permit 9795); and</li> </ol> </li> <li>5. Above ground parts               <ol style="list-style-type: none"> <li>(a) mancozeb 800g/kg at 15g/10L (see permit 9795); or</li> <li>(b) mancozeb 750g/kg at 18g/10L (see permit 9795); or</li> <li>(c) chlorothalonil or any other fungicide from Activity Group Code Y, 28, 29, 33, M, M1, M2, M3, M4, M5, M7 or M9 at label recommendations</li> </ol> </li> </ol>

<b>Nursery Plants</b>	
<p>Bulbs free from potting medium</p> <p><b>Certify that plants meet all points.</b></p>	<ol style="list-style-type: none"> <li>1. All parts               <ol style="list-style-type: none"> <li>(a) bifenthrin (EC) 100g/L at 5ml/10L (see permit 9795); or</li> <li>(b) bifenthrin (EC) 80g/L at 6ml/10L (see permit 9795); and</li> </ol> </li> <li>2. All parts               <ol style="list-style-type: none"> <li>(a) imidacloprid 200g/L at 2.5ml per 10L at label recommendations(see permit 9795); or</li> <li>(b) acetamiprid 225g/L at 44ml/100L at label recommendation; and</li> </ol> </li> <li>3. All parts-               <ol style="list-style-type: none"> <li>(a) mancozeb 800g/kg at 15g/10L (see permit 9795); or</li> <li>(b) mancozeb 750g/kg at 18g/10L (see permit 9795); or</li> <li>(c) chlorothalonil or any other fungicide from Activity Group Code Y, 28, 29, 33, M, M1, M2, M3, M4, M5, M7 or M9 at label recommendations.</li> </ol> </li> </ol> <p>Where there are foliar parts; mix Mancozeb then add Bifenthrin and Imidacloprid in tank mix and apply to above ground parts to the point of run off.</p>
<p>Bare rooted and cuttings - plants with leaves</p> <p><b>Certify that plants meet all points.</b></p>	<ol style="list-style-type: none"> <li>1. Above ground parts               <ol style="list-style-type: none"> <li>(a) bifenthrin (EC) 100g/L at 5ml/10L (see permit 9795); or</li> <li>(b) bifenthrin (EC) 80g/L at 6ml/10L (see permit 9795); and</li> </ol> </li> <li>2. Above ground parts               <ol style="list-style-type: none"> <li>(a) imidacloprid 200g/L at 2.5ml per 10L at label recommendations (see permit 9795); or</li> <li>(b) acetamiprid 225g/L at 44ml/100L at label recommendation; and</li> </ol> </li> <li>3. Above ground parts               <ol style="list-style-type: none"> <li>(a) mancozeb 800g/kg at 15g/10L. (see permit 9795); or</li> <li>(b) mancozeb 750g/kg at 18g/10L (see permit 9795); or</li> <li>(c) chlorothalonil or any other fungicide from Activity Group Code Y, 28, 29, 33, M, M1, M2, M3, M4, M5, M7 or M9 at label rates.</li> </ol> </li> </ol> <p>Where there are foliar parts; mix mancozeb then add bifenthrin and Imidacloprid in tank mix and apply to above ground parts to the point of run off.</p>

<b>Nursery Plants</b>	
Bare rooted and cuttings - dormant deciduous plants  <b>Certify that plants meet all points.</b>	<ol style="list-style-type: none"> <li>1. All parts               <ol style="list-style-type: none"> <li>(a) bifenthrin (EC) 100g/L at 5ml/10L (see permit 9795); or</li> <li>(b) bifenthrin (EC) 80g/L at 6ml/10L (see permit 9795); and</li> </ol> </li> <li>2. All parts-               <ol style="list-style-type: none"> <li>(a) mancozeb 800g/kg at 15g/10L (see permit 9795); or</li> <li>(b) chlorothalonil or any other fungicide from Activity Group Code Y, 28, 29, 33, M, M1, M2, M3, M4, M5, M7 or M9 at label rates; and</li> </ol> </li> <li>3. Above ground parts-</li> <li>4. 120ml white oil to 10L water at label recommendations</li> </ol>

## 7. Sourcing Stock

The Product Controller shall ensure all stock received for certification is sourced from a business with current ICA-29 accreditation or PS-27 accreditation with current property endorsements that meet Western Australian and/or Tasmanian import conditions.

### 7.1. Stock Grown by Another Business

Where the business intends to certify stock sourced from a property owned or operated by another business, the Product Controller shall ensure -

- a record of receipt is maintained ([attachment 1](#));
- each source business is accredited under ICA-29 or PS-27 with relevant endorsements for potato cyst nematode for their growing properties;
- each delivery of stock supplied is checked for current ICA-29 or PS-27 accreditation; and
- identification of the stock and any supporting documentation is maintained from receipt through to certification and dispatch.

Prior to signing a certificate (refer [9.3](#)), the Authorised Signatory must check that all stock in the consignment has been sourced from an ICA-29 accredited business and from source properties endorsed for the quarantine requirement being certified.

The Product Controller must obtain a copy of the accreditation certificate from the source business. The status of the property must be checked by referring to the period of approval and ensuring the potato cyst nematode quarantine requirement is covered.

Nursery hygiene measures must be in place to ensure pests covered under this procedure are not introduced from non-accredited source businesses.

## 8. Treatment

### 8.1. Treatment Preparation Chart

The Business shall maintain a Treatment Preparation Chart ([attachment 2](#)) or similar record in close proximity to the mixture preparation area at the time of making up the 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 2](#)).

A chart shall be prepared for each treatment used and shall provide the following details-

- name of the Chemical Concentrate;
- total volume in litres of the tank when filled to the **maximum mixture level** mark;
- volume in millilitres (ml) or the weight in grams (g) of concentrate required to achieve the required mixture when filled to the **maximum mixture level** mark;
- volume in millilitres (ml) or the weight in grams (g) of concentrate required to achieve the required mixture for any **incremental volumes** used; and
- name and signature of the person responsible for the chart and the date of preparation.

### 8.2. Preparation and Treatment Records

The Treatment Operator must record details of all chemical preparation and treatments using a Preparation and Treatment Record ([attachment 3](#)) or a similar record which captures the same information.

The Treatment Operator shall:

- refer to the Treatment Preparation Chart ([attachment 2](#)) to determine the amount of concentrate required to make up the desired quantity of spray mixture;

### 8.3. Preparing the Treatment Mixture

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 preparation of a mixture on a Preparation and Treatment Record ([attachment 3](#)).

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. The Treatment Operator must have evidence that compatibility of spray mixture ingredients has been verified.

### 8.3.1. 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 vessels include graduated plastic or glass measuring cylinders or syringes.

### 8.3.2. 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.

#### Scale Calibration

The balance used must be calibrated (with 3 calibrated 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 Preparation and Treatment Record ([attachment 3](#)) or records which capture the same information.

### 8.3.3. Wetting Agent

All cover spray treatments shall be applied with wetting agent at the manufacturers recommended rate to attain 100% coverage, till the point of run off. Follow the label instructions for the compatible product recommended, and record amounts in the Preparation and Treatment Record ([attachment 3](#)).

## 8.4. Treatment

The Treatment Operator shall ensure that:

- a fresh mixture is prepared for each day that treatment (see table in section 6 requirement) is to be applied;
- treatment is to commence and finish within the interval specified as a requirement for that treatment prior to scheduled despatch;
- all treatments are performed in the designated treatment area;
- all plants remain in the treatment area for the duration of the treatment.

Clean peat moss (including coir and coco) used for packing is not required to be treated.

## 8.5. Potting Media Drench Treatment

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.

Apply a single drench (if whole amount of drench is applied in one session) or drenches (if a number of drenches need to be applied, eg if the potting medium can not be allowed to dry out to the extent that it could absorb a drench equivalent to 20% of the container) must be applied within 10 days prior to export.

Apply as drench to potting mix in containers. The total amount (either applies as a once off or cumulative application) of the drench to be equivalent to 20% of the volume of the container.

## 8.6. Granular Potting Media Treatment

### 8.6.1. Bifenthrin

Bifenthrin granules are to be applied topically to pot surface, at the rate dependant upon the potting media density using Table 1. Guide to Average Potting Mix Densities (below). If the media to be treated varies from the specified ratios in Table 1 determine the average composition of the media to be treated and apply the rate that correlates with a mix with similar density (extract from APVMA Off Label Permit PER 9796).

**Table 1. Guide to Average Potting Mix Densities**

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

### 8.6.2. suSCon Green® / Chlorpyrifos

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

## 8.7. Cover Spray Treatment

### 8.7.1. 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.

Each of the volume indicator marks shall be calibrated with the tank at the normal filling position using a calibrated flow meter. The person conducting the calibration test shall issue a certificate of calibration of the spray tank, which must be available to the auditor at the initial audit and all compliance audits.

The person conducting the calibration test must be approved to do so by DPI.

An example Treatment Calibration Certificate is shown as Attachment 4.

### 8.7.2. 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.

## 8.8. Post Treatment Security and Identification

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

All treatments to be performed within 10 days prior to export.

### 8.8.1. 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.

## 9. Despatch

The Authorised Despatcher shall ensure that product that has been treated is clearly identified and can be referenced to the Preparation and Treatment Record ([attachment 3](#)).

The Authorised Despatcher shall ensure that only product that meets the requirements has been certified. Consignment must be transported under secure conditions that prevent cross-infestation from uncertified produce.

Plants from the myrtaceae family must not be certified under this procedure.
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## 9.1. Pots and Packaging

Pots and product containers must:

- be less than 20L in size;
- unless included in the certification, are free of weeds and other plants growing within the pot (eg. liverworts and mosses);
- not have been in contact with soil;
- be new and in clean condition (WA & Tas), or;
- for second-hand or used product containers, be cleaned, sanitised and certified by an accredited business under PS-28: Sanitised Containers (WA only).

'Product' verses 'Transport' containers:

Product containers are subject to the above requirement. They are those used to contain the raw product itself (eg. pots/trays used for potted plants and bins that do not contain a disposable lining and used to hold bulk (unpacked) fruit/vegetables/bare-rooted plants etc).

Transport containers are not considered 'used' as per the above requirement; however, they must be clean and will be inspected for contamination upon arrival. They are those used to hold product that is already potted or containerised for ease of transport (eg. bins/metal cages used to hold potted plants).

NOTE: used fruit and vegetable containers such as cardboard and styrofoam cartons shall be regarded as product containers, not transport containers, regardless of their content at the time of inspection. Fruit and vegetable containers made of cardboard or styrofoam shall be considered used if they can be verified as not being new

## 9.2. Package Identification

The Authorised Despatcher shall ensure that, prior to issuing a PHAC, each package is marked on an outermost side or end surface in indelible, legible and visible characters of at least 5mm, with:

- the Interstate Produce (IP) number of the accredited business;
- the words "MEETS ICA-29";
- the date (or date code) on which the produce was packed;
- description of the contents indicating Genus and species.

**Any packages containing plants that have not been treated and do not meet the requirements specified in this Procedure must not be marked as stated above.**

Plants consigned individually 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 PHAC accompanying the consignment.

### 9.3. Security

Plants must be free of insects upon arrival in Western Australia or Tasmania. All or part of the consignment, including other business' plants in the transport vehicle, may be detained at the exporter's cost until the insect(s) are identified.

#### 9.3.1. Security against Contamination (Tas)

All plants and packages consigned to Tasmania must be enclosed in a way that prevents pest contamination during transport to Tasmania.

It is recommended that plants destined for WA are also secured to prevent possible insect contamination during transport.

### 9.4. Plant Health Assurance Certificates

The Authorised Despatcher shall ensure a PHAC is completed and signed by an Authorised Signatory of the business prior to the consignment of produce.

PHACs ([Attachment 5 & 6](#)) shall include:

- (a) in the 'Accredited Business that Prepared the Produce' section -
  - the name and address of the Accredited Business that treated the plants;
- (b) in the 'Certification Details' section -
  - the IP No. of the Accredited Business that treated the plants;
- (c) in the 'Grower or Packer' section -
  - the name and address of the property on which the plants were grown;
- (d) in the 'Consignment Details' section -
  - the number and description of plants of each plant category (eg. bulbs, bare rooted plants, potted plants) in the consignment;
  - in the produce type column, the full Genus and species name.
- (e) in the 'Additional Certification' section -
  - any additional certification relevant to the business (see 9.5).

An individual PHAC shall be issued to cover each consignment (ie. a discreet quantity of produce transported to a single consignee at one time) to avoid splitting of consignments, unless where issued in accordance with [9.7.2](#).

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

NOTE: Where there is insufficient room to list each plant, the words "See Attachment" is to be used and an attachment sheet securely attached to each PHAC.

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

## 9.5. Additional Certification

Businesses must provide additional DPI property endorsements on PHAC's, where relevant. The certificate of accreditation provides the DPI property endorsement codes for which the business holds accreditation (10.3).

All properties where stock is grown or packed for consignment to another State must be inspected annually by a DPI Inspector to ensure systems are implemented and effective.

An accredited property must not have had a detection of:

- Silver Leaf Whitefly (SLW) or grow SLW hosts (9.5.1) and be within 50km of a SLW detection; and
- Potato Cyst Nematode (PCN) or be a PCN 'linked' property.

Solanaceous stock (eg capsicum, tomato, chilli, ornamental chilli and eggplant) are prohibited to be certified by businesses within 20km of a PCN detection.

A DPI Inspector shall review the property location in relation to the PCN conditions:

- before initial accreditation; and
- at least annually after accreditation.

The following codes are to be used in the 'Additional Certification' and are further explained in the following sections.

<b>SLW01</b>	property inspected and found free from SLW, and no detections within 50km
<b>PCN01</b>	meets the PCN requirements for Potted Plant Stock in soil-less media
<b>PCN02</b>	meets the PCN requirements for Bare-rooted Plant Stock
<b>PCN03</b>	meets the PCN requirements for Advanced Field Grown Trees
<b>PCN04</b>	meets the PCN requirements for Bulbs
<b>PCN06</b>	grown more than 20km from a PCN detection

### 9.5.1. Property > 50km from SLW Detection (Tas only)

If the business grows SLW host material and any whitefly is detected during a property inspection, samples will be taken for analysis. If a SLW detection is confirmed, the property freedom endorsement shall not be given, or shall be cancelled.

If no SLW detections are made on the property and there have not been any detections within 50km of the property, certificates must be marked with code **SLW01**.

Silver leaf whitefly hosts:

Host Botanical Name	Host Common Name
<i>Abelmoschus esculentus</i>	Okra
<i>Acer</i> spp.	Maple
<i>Amaranthus</i>	Amaranth
<i>Brassica oleracea</i> var. <i>botrytis</i>	Cauliflower
<i>Capsicum</i> spp.	Capsicum, chilli pepper
<i>Carica papaya</i>	Pawpaw
<i>Cucurbita</i> spp.	Pumpkin
<i>Duranta</i> spp.	
<i>Euphorbia leucocephala</i>	Snowflake
<i>Euphorbia pulcherrima</i>	Poinsettia
<i>Gerbera</i> spp.	Gerbera
<i>Gossypium hirsutum</i>	Cotton (bourbon)
<i>Hibiscus</i> spp.	Hibiscus
<i>Lactuca sativa</i>	Lettuce
<i>Lycopersicon esculentum</i>	Tomato
<i>Manihot esculenta</i>	Cassava
<i>Mentha</i> spp.	Mint
<i>Nicotiana tabacum</i>	Tobacco
<i>Solanum melongena</i>	Eggplant

### 9.5.2. Property > 20km from PCN Detection

If a property is located more than 20km from a PCN detection, certificates must be marked with code **PCN06**.

### 9.5.3. Property <20km from PCN Detection

If the property is located within 20km of a PCN detection, property freedom requirements specified in following sections must be met.

A DPI Inspector shall:

- review the cropping history to ensure that no solonaceous stock has been grown on the property within the last 10 years;
- confirm the property is not a confirmed PCN infested property; and
- confirm that the property is not a PCN 'linked' property;

If any requirement cannot be met, endorsements may be restricted or not provided.

#### 9.5.3.1. Stock Potted in Soil-Less Media

Stock must be:

- planted in a soil-less potting media;
- grown in pots that are not in direct contact with soil.

Certificates must be marked with the code **PCN01**.

#### 9.5.3.2. Bare-Rooted Stock

Stock must be:

- washed so as to be practically free of soil; and
- not be in direct contact with soil after washing.

Certificates must be marked with the code **PCN02**.

#### 9.5.3.3. Trees

Advanced, containerised field grown trees with less than 20L of soil may enter-

- Tasmania; if approval has been obtained from the Manager, Quarantine Tasmania.
- Western Australia; if approval has been obtained from the Director General

Certificates must be marked with the code **PCN03**.

#### 9.5.3.4. Bulbs

Bulbs must be:

- brushed, cleaned or washed so as to be free of soil;
- stored in containers which are new or have been cleaned free of soil and sanitised using a commercial sanitising agent;
- stored at least 50cm above the ground.

Certificates must be marked with the code **PCN04**.

## 9.6. Almond, Quince and Stone fruit (WA only)

Almond, quince and stone fruit plants and cuttings must be consigned only when accompanied by a declaration made by the grower before a Justice of the Peace or before a DPI Inspector that the plants and/or cuttings are free from dead growth and have not borne any flowers.

## 9.7. Distribution of PHACs

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

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

### 9.7.1. Commercial Lots

In the case of commercial lots, the Plant Health Assurance Certificate (PHAC) certifying that the consignment meets the conditions of this accreditation must accompany each consignment.

### 9.7.2. Mail Order Lots

In the case of non-commercial mail-order nursery stock;

- (a) a single PHAC may be issued for each lot distributed; and
- (b) a copy of each PHAC and the list of consignees, including their name, address, contact number, product name and quantity, must be sent to the receiving state as specified below.

	email	Post	Fax
WA	kirfo@agric.wa.gov.au,	WAQIS Locked Bag 69 Welshpool WA 6986	(08) 9334 1880
Tas	noi.quarantine@dpiwve.tas.gov.au	Quarantine Tasmania, Area Supervisor PO Box 287E, Devonport, TAS 7310	(03) 6427 0057

## 10. Accreditation

### 10.1. Application for Accreditation

A Business seeking accreditation for an ICA arrangement under this procedure shall make application for accreditation at least 10 working days prior to the intended date of commencement of certification of produce.

### 10.2. Audit Process

#### 10.2.1. 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 procedure, and the system is effective in ensuring compliance with the specified requirements of the ICA arrangement.

On completion of a successful initial audit, applicants will be granted provisional accreditation and issued a Certificate of Accreditation.

#### 10.2.2. Compliance Audits

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

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

A compliance audit is conducted:

- within four weeks of the initial audit and accreditation or issue of the first PHAC; and
- within twelve weeks of the business being reaccredited; and
- in the case of a business operating for more than six months of a year, between six and nine months after accreditation or reaccreditation.

On completion of a successful initial compliance audit, accreditation is granted to cover the current season, up to a maximum of twelve months ([10.3](#)).

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

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

### 10.2.3. Re-Accreditation

Businesses are required to re-apply for accreditation each year by lodging a renewal application prior to accreditation lapsing,

A compliance audit is conducted within twelve (12) weeks of the business applying for re-accreditation each year.

## 10.3. Certificate of Accreditation

A business will receive a Certificate of Accreditation detailing the facility location, procedure, scope (type of produce and chemical covered) and period of accreditation.

The certificate of Accreditation will also list any additional endorsements that may be applicable to the business under other accreditations (eg. PS-27: Property Accreditation).

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

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

## 10.4. Non-conformances and Sanctions

### 10.4.1. 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 shall 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, and prosecution.

### 10.4.2. Incident Reports

Incident Reports may be raised by interstate quarantine authorities to report the detection of a non-conformance in produce certified under this ICA arrangement. An investigation into the incident shall 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, and prosecution.

### 10.4.3. Suspension and Cancellation

The DPI 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 DPI;
- contravened an accreditation requirement that compromises the integrity of the arrangement;
- not rectified a non-conformance.

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

### 10.4.4. Prosecution

Businesses found to be operating contrary to the Act may be liable for prosecution.

## 11. Records and Document Control

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

### 11.1. ICA System Records

The Agricultural and Veterinary Chemical (Control of Use) Regulations 2007 specify the chemical use records which must be kept. Businesses may be required to keep more records of chemical use than as specified by this procedure. For further information contact the Chemical Standards Branch on 136 186 or visit [www.dpi.vic.gov.au/chemicalstandards](http://www.dpi.vic.gov.au/chemicalstandards).

The business shall maintain the following records, or similar, which keep the same information-

- (a) Treatment Calibration Record;
- (b) Treatment Preparation Chart;
- (c) Preparation and Treatment Records; and
- (d) the duplicate copy of each Plant Health Assurance Certificate issued.

Records shall be retained for least 12 months from completion, or until the next compliance audit of the ICA arrangement, whichever is the later.

## 11.2. ICA System Documentation

The business shall maintain the following documentation-

- (a) a copy of the current Application for Accreditation;
- (b) a current copy of this procedure; and
- (c) a current Certificate of Accreditation.

## 12. Attachments

Attachment 1	Record of Receipt (PSF-032)
Attachment 2	Treatment Preparation Chart (PSF-072)
Attachment 3	Preparation and Treatment Record (PSF-383)
Attachment 4	Treatment Calibration Record (PSF-086)
Attachment 5	Plant Health Assurance Certificate (PSF-003 – WA example)
Attachment 6	Plant Health Assurance Certificate (PSF-003 – Tas example)



# TREATMENT PREPARATION CHART

Chemical Concentrate: \_\_\_\_\_

Full Tank Volume: \_\_\_\_\_ L

Concentrate in Full Tank: \_\_\_\_\_ mL or g

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

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

Prepared by: \_\_\_\_\_

Printed Name

Signature

Date



## TANK CALIBRATION RECORD

### 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  
Test:

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---

Date of Testing:

---

---

Type of Flow Meter Used:  
Date of Latest Calibration  
of Flow Meter:

---

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### CALIBRATION RESULTS

Maximum Mixture Level Volume (litres)

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

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### 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

## Plant Health Assurance Certificate

### Consignment Details (PLEASE PRINT)

CONSIGNOR	
Name	ABC PTY LTD
Address	STREET ROAD GEMBROOK VIC 3783

CONSIGNEE	
Name	PRODUCE PEOPLE
Address	SOMEWHERE ROAD PERTH WA

RECONSIGNED TO (Splitting consignments or reassigning whole consignments).	
Name	
Address	

BRAND NAME OR IDENTIFYING MARKS (as marked on packages)
ABC PRODUCE

DATE OR DATE CODE (as marked on packages)
18/03/2009

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Authorisation for Split Consignment
20	Potted plants, olives	Olea europaea	
20	Bags, daffodil bulbs	Narcissus poeticus	

### Treatment Details

Treatment Date	Treatment	Chemical (Active Ingredient)	Concentration / Duration and Temperature

### Additional Certification / Codes

NPM01, PCN01 (pots), PCN04 (bulbs), PHY01

### 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 facility 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 Plant Health and Plant Products Act 1995 to issue assurance certificates without being accredited and/ or making false statements in certificates and declarations.

<b>A. Signature</b>	<i>ASIGN</i>	18/03/2009
AUTHORISED SIGNATORY'S NAME (PLEASE PRINT)	SIGNATURE	DATE

## Plant Health Assurance Certificate

### Consignment Details (PLEASE PRINT)

CONSIGNOR	
Name	ABC PTY LTD
Address	STREET ROAD GEMBROOK VIC 3783

CONSIGNEE	
Name	PRODUCE PEOPLE
Address	SOMEWHERE ROAD HOBART TAS

RECONSIGNED TO (Splitting consignments or reassigning whole consignments).	
Name	
Address	

BRAND NAME OR IDENTIFYING MARKS (as marked on packages)
ABC PRODUCE

DATE OR DATE CODE (as marked on packages)
18/03/2009

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Authorisation for Split Consignment
20	Potted plants, olives	Olea europaea	
20	Bags, daffodil bulbs	Narcissus poeticus	

### Treatment Details

Treatment Date	Treatment	Chemical (Active Ingredient)	Concentration / Duration and Temperature

### Additional Certification / Codes

PCN01 (pots), PCN04 (bulbs), SLW01

### 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 facility 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 Plant Health and Plant Products Act 1995 to issue assurance certificates without being accredited and/ or making false statements in certificates and declarations.

<b>A. Signature</b>	<i>ASIGN</i>	18/03/2009
AUTHORISED SIGNATORY'S NAME (PLEASE PRINT)	SIGNATURE	DATE

**EXAMPLE ONLY**