



Department of  
**Primary Industries and  
Regional Development**

Interstate Certification Assurance

**60**

# Inspection of Strawberry Fruit for Tomato-Potato Psyllid

Version 1.0 – July 2017

Supporting your success

## Revision Register

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## 1. PURPOSE

The purpose of this procedure is to describe -

- (a) the design features for inspection facilities, the standards required for inspection equipment and
- (b) the responsibilities and practices of personnel

that apply to the post-harvest inspection of and secure packaging of strawberry fruit for tomato-potato psyllid under an Interstate Certification Assurance (ICA) arrangement.

## 2. SCOPE

This procedure covers all certification of post-harvest inspection of strawberry fruit for tomato-potato psyllid from a Business operating under an ICA arrangement in Western Australia.

This procedure is applicable where the requirement specified in Section 6. Requirement is a specified condition of entry of an interstate quarantine authority for tomato potato psyllid.

Some intrastate or interstate markets may require additional quarantine certification for pests and diseases other than tomato potato psyllid as a condition of entry.

It is the responsibility of the Business consigning the strawberry fruit to ensure compliance with all applicable quarantine requirements.

## 3. REFERENCES

**WI-QA015** Guidelines for Completion of Plant Health Assurance Certificates

**WI-ICA60-01** Inspection of Strawberries for tomato potato psyllid

## 4. DEFINITIONS

|                                      |   |
|--------------------------------------|---|
| <b>Accredit</b>                      | means to accredit persons to issue a Plant Health Assurance Certificates under <i>Biosecurity and Agriculture Management Act 2007</i> . |
| <b>Application for Accreditation</b> | means an <i>Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement</i>                 |

|  |  |
|--|--|
| <b>Approved taxonomist / entomologist</b>  | means a person who is approved by DPIRD and is listed on the DPIRD Plant Health Register of Approved Taxonomists or an DPIRD Entomologist that meets the following criteria – <ul style="list-style-type: none"> <li>(a) A tertiary qualification in entomology, agricultural science, applied science, or a field relevant to insect taxonomy; and</li> <li>(b) Demonstrated experience in psyllids taxonomy</li> </ul> |
| <b>approved training course</b>            | means a training course in the detection and recognition of tomato potato psyllid approved by DPIRD for the training and assessment of an Authorised Inspection Person.  |
| <b>Authorised Inspection Person</b>        | means a person who has completed an approved training course and who is authorised to conduct inspections on behalf of the Business by having their name and signature on a register of authorised inspection persons maintained by the Business.  |
| <b>Authorised Signatory</b>                | means a person whose name and specimen signature is included as an Authorised Signatory on the Business's application for accreditation.   |
| <b>Business</b>                            | means the legal entity responsible for the operation of the facility and ICA arrangement detailed in the Business' Application for Accreditation.  |
| <b>Certification Assurance</b>             | means a voluntary arrangement between DPIRD and a Business that demonstrates effective in-house quality management and provides assurance through documented procedures and records that produce meets specified requirements.   |
| <b>certified/certification consignment</b> | means covered by a valid <i>Plant Health Assurance Certificate</i><br>means a quantity of packed strawberry fruit described or to be described on one Plant Health Assurance Certificate by a single consignee.<br><br>A consignment may contain a number of lots.   |
| <b>DPIRD</b>                               | means the Department of Primary Industries and Regional Development W.A.   |
| <b>end-point inspection</b>                | means the process by which a representative sample is drawn and inspected from the finalised consignment prior to certification.   |
| <b>facility</b>                            | means the location where strawberry fruit are assembled, inspected, securely stored, certified and dispatched.   |

|   |  |
|---|--|
| <b>ICA</b>                                | means Interstate Certification Assurance being a system of Certification Assurance developed to meet the requirements of State and Territory governments for the certification of produce for interstate and intrastate quarantine purposes. |
| <b>in-line inspection</b>                 | means the process by which a representative sample of packed product is drawn from a lot and inspected during the processing and packing of the strawberry fruit.  |
| <b>inspection</b>                         | means the act of inspecting strawberry fruit to determine if the entry conditions or tomato potato psyllid freedom requirements of the importing State or Territory have been met.   |
| <b>lot</b>                                | means a quantity of strawberry fruit assembled for inspection at one place at one time. A lot could consist of strawberry fruit from one or more growers/blocks/properties.  |
| <b>non-conformance</b>                    | means a nonfulfillment of a specified requirement.   |
| <b>package</b>                            | means the complete outer covering or container used to transport and market the strawberry fruit.  |
| <b>packed product</b>                     | means strawberry fruit that has been packed into its final package.  |
| <b>Plant Health Assurance Certificate</b> | means a certificate issued by an Authorised Signatory under an ICA arrangement stating that the plant or other thing described on the certificate meets a specified treatment, condition, pest or area freedom or other requirement.         |
| <b>psyllids</b>                           | means adult stage of <i>Psyllids</i> spp..   |
| <b>Strawberry fruit / produce</b>         | means fresh fruit from the <i>fragaria</i> genus of plants   |
| <b>Tomato-potato psyllid (TPP)</b>        | means adult stage of <i>Bactericera cockerelli</i> .   |
| <b>unit</b>                               | means a punnet of strawberry fruit or if unpacked a single strawberry.   |

## 5. RESPONSIBILITY

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

The **Certification Controller** is responsible for -

- representing the Business during audits and other matters relevant to ICA accreditation;
- training staff in their duties and responsibilities under this Operational Procedure;

- ensuring the Business and its staff comply with their responsibilities and duties under this Operational Procedure;
- maintaining Certificates of Attainment and a *Register of Authorised Inspection Persons*;
- maintaining the required inspection facilities and equipment;
- advising the Authorised Inspection Person of the rate and type of inspection to be undertaken for tomato potato psyllid for each consignment or lot;
- ensuring the Business rejects and segregates strawberry fruit in accordance with this Operational Procedure;
- forwarding samples of suspected tomato potato psyllid to an Approved Taxonomist/Entomologist for identification;
- reporting any detection of tomato potato psyllid to the ICA Centre Coordinator for the district within 24 hours of the detection.

The **Authorised Inspection Persons** are responsible for -

- maintaining inspection facilities and equipment;
- sampling and inspecting as per 6. Requirements for the presence of tomato potato psyllid prior to certification under this Operational Procedure;
- immediately advising the Certification Controller of any detection of tomato potato psyllid;
- identifying and segregating packages following detection of suspect tomato potato psyllid;
- maintaining tomato potato psyllid inspection records.

The **Authorised Dispatcher** is responsible for -

- ensuring all packages covered by a Plant Health Assurance Certificate issued by the Business under this Operational Procedure are identified;
- maintaining copies of all Plant Health Assurance Certificates issued by the Business under the ICA arrangement.

The **Authorised Signatories** are responsible for -

- ensuring, prior to signing and issuing a Plant Health Assurance Certificate, that strawberry fruit covered by the certificate has been prepared in accordance with the Business's ICA arrangement and that the details on the certificate are true and correct in every particular.

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## 6. REQUIREMENT

Strawberry fruit certified under this Operational Procedure **must** meet the following requirements:

1. All strawberry fruit consignments have been
  - i. For NSW, **inspected at the rate of the greater of 2% or 600units** of the consignment and found free of tomato-potato psyllids; or
  - ii. For all other jurisdiction, **inspected at the rate of 2% or 600units** of the consignment and found free of tomato-potato psyllids;

**and**

2. All strawberry fruit are **securely packed** post inspection to prevent contamination with tomato-potato psyllid, which includes:
  - unvented packages; vented packages with the vents secured with mesh which has a maximum aperture of 1.6mm; or
  - wrapping or bagging in sealed plastic sleeves or bags; or



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

DPIRD and interstate quarantine authorities maintain the right to inspect certified strawberry fruit at any time and to refuse to accept a Plant health Assurance Certificate where strawberry fruit are found not to comply with specified requirements.

## 7. PROCEDURE

### 7.1 Accreditation

#### 7.1.1 Application for Accreditation

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

#### 7.1.2 Audit Process

##### *Initial Audit*

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

The Business **must** demonstrate the training and competency of nominated Authorised Inspection Persons (refer [7.2 Authorised Inspection Persons](#)) in the identification of tomato potato psyllid and their strawberry inspection technique.

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

##### *Compliance Audits*

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

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

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

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

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

The accredited Business **must** ensure the currency of competency of each nominated Authorised Inspection Persons. The currency of competency of each Authorised Inspection Person nominated by the accredited Business **must** be assessed by an ICA Auditor annually in conjunction with the compliance audit.

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

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

### **Re-Accreditation**

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

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

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

### **7.1.3 Certificate of Accreditation**

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

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

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

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

## **7.2 Authorised Inspection Persons**

The Certification Controller must ensure that the business has at least one Authorised Inspection Person whilst accredited under this operational procedure

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

The names, date of training and specimen signatures of each Authorised Inspection Person **must** be included on a *Register of Authorised Inspection Persons* maintained by the Business (refer Attachment 2).

### 7.3 Inspection Facilities and Equipment

The Business **must** maintain the following inspection facilities and equipment: –

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

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

#### 7.3.1 In-Process Identification and Traceability

Where the Business receives, grades and packs inspected and un-inspected strawberry fruit, sorting systems must be in place for identifying the inspection status of inspected and un-inspected strawberry fruit. Identification must be maintained from receipt, through grading and packing and as final packed product.

The Business **must** maintain an area within the facility for strawberry fruit which have been inspected and found free of tomato potato psyllid. The Business **must** also identify an area within the facility for segregating strawberry fruit on which tomato-potato psyllid has been detected or suspected. .

Strawberry fruit suspected of having tomato-potato psyllid and that are awaiting sample results **must** be segregated and secured to prevent contamination of other tomato-potato psyllid strawberry fruit until the sample result has been returned to the Business.

Examples of acceptable methods of identifying the status of strawberry fruit include -

- (a) locating tomato potato psyllid strawberry fruit (including strawberry fruit that are awaiting sample results or has failed inspection) in a clearly identified and separate area to strawberry fruit that have passed inspection; or
- (b) marking each package of inspected and 'passed' strawberry fruit in a manner that clearly identifies the strawberry fruit as conforming to the requirements specified under this Operational Procedure.

## 7.4 Inspection Procedure

All inspections **must** be carried out by an Authorised Inspection Person **must** in accordance with ICA Work Instruction *Inspection of Strawberry fruit for Tomato-Potato Psyllid* [WI-ICA60-01].

### 7.4.1 Pre-inspection

Prior to the commencement of an inspection, the Authorised Inspection Person **must** ascertain from the Certification Controller the type and rate of inspection and partially complete the Tomato potato psyllid Inspection Record to capture the following details:

- produce type;
- date of inspection;
- place of inspection;
- type of inspection (end point or in line);
- rate of inspection (sampling rate);
- name of Authorised Inspection Person;
- for end point inspection – the total number of packages in the consignment;
- for in-line inspections - the time the initial sample was taken; and
- any unique details on the packages within the consignment which identifies the consignment i.e. name and address of grower and or packer.

Inspection records **must** be in the form of a *Packed Product Inspection Record* (refer Attachment 3) or records which capture the same information.

The Authorised Inspection Person **must** ensure strawberry fruit are inspected as close as practicable and not more than 48 hours prior to the time of dispatch from the facility. Each Strawberry **must** be inspected individually after packing as packed product.

The Authorised Inspection Person **must** ensure that the units taken for inspection are a representative sample of the whole consignment or lot. Additionally, the Authorised Inspection Person **must** consider additional factors when selecting a sample from a mixed consignment or lot (refer ICA Work Instruction *Inspection of Strawberry fruit for Tomato potato psyllid* [WI-ICA60-01]).

All strawberry fruit in a consignment **must** be sampled in accordance with Section 7.4.2 or Section 7.4.3.

### 7.4.2 Sampling for End-point Inspection

Prior to selecting a sample for an end-point inspection, the Authorised Inspection Person will ensure that the entire consignment or lot is available for inspection. Each consignment to be certified **must** be sampled at the rate specified in 6 REQUIREMENT

Packages **must** be selected at random from within the consignment.

### 7.4.3 Sampling for In-Line Inspection

In-line inspections can only be performed at facilities where the strawberry fruit are being packed. For in-line inspections, the Authorised Inspection Person **must** be able to identify when the packed product was packed to adequately determine what product has been packed since the last inspection.

Examples of acceptable methods of identifying when product was packed include -

- (a) locating packed product in clearly identified and separate areas that represent the inspection interval; or
- (b) marking each package or pallet of product in a manner that clearly identifies when the product was packed.

The in-line inspection **must** involve selection of a sample of packed product from a lot, packed on the one day for certification under this protocol. Packed strawberry fruit **must** be sampled at the rate specified in Section 6 REQUIREMENT and be selected at random from the final packed product as it leaves the packing line in the packing shed for consolidation.

#### 7.4.4 Finalising Inspection Record

Following the inspection, the Authorised Inspection Person **must** record the following details on the Packed Product Inspection Record (refer Attachment 3) or records which capture the same information:

- The Interstate Produce (IP) Number of the business that operates the approved facility in which the product was packed;
- The date of inspection of the sample packages;
- the sample package sequential number (PPS No.)
- the inspection results for the sample package;
- details of defects or problems detected during inspection;
- the number of any withdrawn or rejected packages;
- the inspection results and follow-up action by the Certification Controller following withdrawal;
- the Packed Product Controller's name and signature.

#### 7.4.5 Identification of Sample Packages (PPS Number)

Sample packages shall be sequentially numbered during packing.

The Authorised Inspection Person shall identify each sample package by placing a stamp or sticker with the lettering PPS Number (Packed Product Sample Number) on the exposed end of the package and mark on or below the identifier the sequential sample number the date and their initials prior to returning it to the pallet.

The sample packages examined by the Authorised Inspection Person shall be stacked on the pallet with the PPS Number visible on the outside of each pallet packed for under this protocol.

### 7.5 Action Following Detection of Suspect Tomato potato psyllid in Inspected Strawberry fruit

#### 7.5.1 Detection of Suspect Tomato potato psyllid at End Point Inspection

The Authorised Inspection Person **must** immediately advise the Certification Controller of any detection of suspect psyllids identified during the tomato potato psyllid inspection. The Certification Controller **must** then reject and segregate all strawberry fruit in the consignment that has been presented for inspection.

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

Strawberry fruit that are rejected and segregated from certification is to be either:

- Held in an identified area until sample analysis of the suspect tomato potato psyllid is conducted and results provided; or
- Consigned to a market that does not require certification of freedom from tomato potato psyllid; or
- Treated in accordance with an alternative quarantine entry requirement for the control of tomato potato psyllid (i.e. fumigation).

If the suspect tomato potato psyllid sample is returned confirming the sample is not tomato potato psyllid, all rejected product that is segregated may be reconsidered for certification under this Operational Procedure provided all requirements have been met.

If tomato potato psyllid is confirmed by diagnosis of the sample, all strawberry fruit in the consignment **must** be rejected for certification under the Operational Procedure.

As soon as practical and not more than twenty-four (24) working hours from the time of the receipt of the positive sample result, the result **must** be reported to the DPIRD so an investigation may be carried out to determine the cause and rectify any problems

The DPIRD - Quality Assurance Coordinator can be contacted via:

- Email – [ga@agric.wa.gov.au](mailto:ga@agric.wa.gov.au)
- Phone – 9334 1800
- Facsimile – 9334 1880

### 7.5.2 Detection of Suspect Tomato potato psyllid at In-line Inspection

The Authorised Inspection Person **must** immediately advise the Certification Controller of any detection of suspect psyllids identified during the tomato potato psyllid inspection.

#### **2 % In-line Inspection**

If suspect tomato-potato psyllid are detected during a 2% in-line inspection the Certification Controller must reject and segregate all packed strawberry fruit that has been consolidated since the last inspection interval.

Strawberry fruit that has been consolidated and found free of suspect tomato-potato psyllid prior to the last inspection interval may be considered for certification provided all requirements of the Operational Procedure have been met.

Packed product that is rejected for certification is to be either:

- Held in an identified area until sample analysis of the suspect tomato-potato psyllid is conducted and results provided; or
- Consigned to a market that does not require certification of freedom from tomato-potato psyllid or
- Treated in accordance with an alternative quarantine entry requirement for the control of tomato-potato psyllid.

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

### 600 unit In-line Inspection

If suspect tomato potato psyllid are detected during a 600 unit in-line inspection the Certification Controller **must** reject the entire lot represented by the sample including all packed product that has been consolidated from that lot and uninspected product still on the packing line.

Packed product that is rejected for certification is to be either:

- Held in an identified area until sample analysis of the suspect tomato potato psyllid is conducted and results provided; or
- Consigned to a market that does not require certification of freedom from tomato potato psyllid; or
- Treated in accordance with an alternative quarantine entry requirement for the control of tomato potato psyllid.

If suspect tomato potato psyllid are detected during a 600 unit in-line inspection the Certification Controller **must** reject and segregate all product that has been consolidated in the defined inspection area.

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

### 7.5.3 Identification of Suspect Tomato potato psyllid

Samples of suspect psyllids **must** be submitted to an approved taxonomist/entomologist.

If the suspect psyllids is subsequently confirmed not to be tomato potato psyllid, all segregated and rejected product in the lot may be reconsidered for certification provided all requirements of this Operational Procedure have been met.

If tomato potato psyllid is confirmed, all strawberry fruit consolidated since the last in line inspection interval **must** be rejected for certification under the Operational Procedure.

As soon as practical and not more than twenty-four (24) working hours from the time of the receipt of the positive sample result, the result **must** be reported to the DPIRD so an investigation may be carried out to determine the cause and rectify any problems.

The DPIRD - Quality Assurance Coordinator can be contacted via:

- Email – [qa@agric.wa.gov.au](mailto:qa@agric.wa.gov.au)
- Phone – 9334 1800
- Facsimile – 9334 1880

Psyllids are very small and difficult to distinguish between species. Psyllids require specialist identification and therefore any suspect psyllids **must** be submitted to an Approved Taxonomist/Entomologist for identification prior to certification.

### 7.5.4 Handling Suspect Tomato potato psyllid Specimens

Suspect tomato potato psyllid samples **must** be handled, stored and dispatched in accordance with:

- Work Instruction for the Inspection of Strawberry fruit for Tomato potato psyllid [WI-ICA60-01]



The Authorised Inspection Person **must** record the following details on the Sample Submission Form (refer Attachment 4):

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

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

Where a suspect tomato potato psyllid is captured and contained on strawberry fruit, the strawberry fruit or part of the strawberry with the suspect pest **must** be wrapped in damp paper towel and placed into a plastic bag without a preservative material.

Where suspect psyllids is subsequently confirmed to be tomato potato psyllid by an Approved Taxonomist/Entomologist, the Certification Controller of the accredited Business **must** obtain written notification of the sample result from the Approved Taxonomist/Entomologist. The Approved Taxonomist/Entomologist **must** complete the Diagnosis Details Section of the Sample Submission Form and return it to the Certification Controller of the accredited Business.

Where suspect psyllids cannot be positively identified by an Approved Taxonomist/Entomologist, the strawberry fruit will be rejected for certification under the Operational Procedure.

#### **7.5.5 Confirmation of Tomato Potato Psyllid**

Where suspected psyllid is confirmed to be tomato-potato psyllid, the Certification Controller must ensure that all strawberry fruit in the consignment/lot are rejected for certification under the Operational Procedure.

Details of the rejected product must also be included on the Packed Product Inspection Record (7.4.4).

### **7.6 Storage and Identification Procedure**

Each final packed package must conform to the marking requirements described in section 7.7.1.

All strawberry fruit that is rejected following identification of tomato-potato psyllid or suspected tomato-potato psyllid must not be marked as described in section 7.7.1.

#### **7.6.1 Handling, Storage and Transport under Secure Conditions**

The accredited business must handle, store and transport strawberry fruit so as to ensure the strawberry fruit does not become re-contaminated with TPP.

Secure conditions include:



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

## 7.7 Dispatch

### 7.7.1 Package Identification

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

- the Interstate Produce number of the Business that operates the approved facility in which the strawberry fruit was inspected and packed;
- the words 'MEETS ICA-60'; and
- the date (or date code) on which the strawberry fruit was inspected and packed; and
- Packed Product Sample Number if package was inspected

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

**Strawberry fruit that have not been inspected and packed in accordance with the requirements of this Operational Procedure must not be marked as stated above.**

### 7.7.2 Plant Health Assurance Certificates

The Authorised Dispatcher **must** ensure that only strawberry fruit conforming to the requirements specified under this Operational Procedure are certified by verifying the inspection and packing status of the strawberry fruit.

The Authorised Dispatcher must ensure a Plant Health Assurance Certificate is completed, dated and signed by an Authorised Signatory of the Business prior to consignment of strawberry fruit to a market requiring certification of inspection for freedom from tomato potato psyllid and secure packaging.

Plant Health Assurance Certificates **must** include –

- (a) in the 'Accredited Business that Prepared the Produce' section -
  - the name and address of the accredited Business that inspected and packed the strawberry fruit;
- (b) in the 'IP No. of Acc. Business' section -
  - the IP No. of the accredited Business that inspected and packed the strawberry fruit;
- (c) in the 'Procedure Code' section –
  - 'ICA-60'
- (d) In the 'Date Code' section –
  - the date or date code on which the strawberry fruit was inspected and packed
- (e) in the 'Type of Plant Material' section -

- the number and description of each type of strawberry fruit in the consignment;

A completed example is shown as Attachment 1.

A Plant Health Assurance Certificate **must** be issued to cover each consignment.

Prior to issuing a Plant Health Assurance Certificate, the Authorised Signatory **must** reconcile the strawberry fruit to be certified with the relevant Tomato potato psyllid Inspection Record and record the Plant Health Assurance Certificate number(s) on the corresponding Tomato potato psyllid Inspection Record.

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

### 7.7.3 Plant Health Assurance Certificate Distribution

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

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

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

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

## 7.8 ICA System Records

The Business **must** maintain the following records -

- Certificate of Attainment for successful completion of a defined training and assessment package for identification of TPP for each Authorised Inspection Person;
- A register of Authorised Inspection Persons;
- Packed Product Inspection Record;
- if applicable, completed Identification Records from an approved entomologist;
- a copy of each Plant Health Assurance Certificate issued by the Business.

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

An accredited Business must hold a minimum of 12 months ICA system records at the time of any compliance audit.

If the compliance audit is conducted more than 12 months from the last compliance audit, the Business must maintain all records completed since the previous compliance audit.

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

## 7.9 ICA System Documentation

The Business **must** maintain the following documentation -

- a copy of the Business's current Application for;

- (b) a current copy of this Operational Procedure;
- (c) a current Certificate of Accreditation for an Interstate Certification Assurance Arrangement.

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

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## 8. NON-CONFORMANCES AND SANCTIONS

### 8.1 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.

### 8.2 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.

### 8.3 Suspension and Cancellation

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

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

Any action taken by DPIRD to suspend or cancel an accreditation 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.

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## 9. CHARGING POLICY

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

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## 10. ATTACHMENTS

|              |                                    |         |
|--------------|------------------------------------|---------|
| Attachment 1 | Plant Health Assurance Certificate | Example |
|--------------|------------------------------------|---------|

|              |  |       |
|--------------|--|-------|
| Attachment 2 | Register of Authorised Inspection Persons        | Blank |
| Attachment 3 | Tomato potato psyllid Inspection Record          | Blank |
| Attachment 4 | Sample Submission Form                           | Blank |
| Attachment 5 | Identification of Packed Product Sample Packages | Blank |



Certificate Number:

XXXXXX

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

| Business Specific Information* |                 |         |       |
|--------------------------------|-----------------|---------|-------|
| Dispatch Date:                 | ___ / ___ / ___ | Ref No: | _____ |
| Arrival Date:                  | ___ / ___ / ___ | PO No:  | _____ |

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

## Plant Health Assurance Certificate

Bioregulation and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013  
All accreditation details must be completed. Please print clearly and initial any alterations

### Consignment Details

#### Consignor

|         |                             |
|---------|-----------------------------|
| Name    | ABC Berries Pty Ltd         |
| Address | Block Road<br>Perth WA 6000 |

#### Consignee

|         |                                |
|---------|--------------------------------|
| Name    | Sweet Agents                   |
| Address | Somewhere Road<br>Somewhere SA |

#### Re-consigned To

(Splitting consignments or re-consigning whole consignments).

|         |       |
|---------|-------|
| Name    | _____ |
| Address | _____ |

### Certification Details

| IP Number | Facility Number | Procedure |
|-----------|-----------------|-----------|
| W 9999    | 01              | ICAxx     |

#### Accredited Business That Prepared The Produce

|         |                             |
|---------|-----------------------------|
| Name    | ABC Berries Pty Ltd         |
| Address | Block Road<br>Perth WA 6000 |

#### Grower or Packer

|         |                             |
|---------|-----------------------------|
| Name    | ABC Berries Pty Ltd         |
| Address | Block Road<br>Perth WA 6000 |

#### Other Facilities Supplying Produce

|       |
|-------|
| _____ |
|-------|

| Number of Packages | Type of Packages (e.g. trays, cartons) | Type of Produce | Brand Name or identifying marks (As marked on packages) | Date Code (As marked on packages) | Authorisation for Split Consignment                    |
|--------------------|--|-----------------|---|-----------------------------------|--|
| 144                | trays                                  | Strawberries    | ABC Plants  | 230417                            | Affix Authorisation Stamp to Split / Re-consignee here |
|                    |  |                 | (see attachment)  |                                   |  |
|                    |  |                 |   |                                   |  |

### Treatment Details

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

### Additional Certification / Codes

|  |
|--|
| handled, stored and transported in secure conditions |
|--|

### Declaration

I, an authorised Signatory of the accredited business that prepared the plants or plant produce described above, hereby declare that the plants or plant produce have been prepared in the business's approved facilities in accordance with the business's Certification Assurance arrangement and that the details shown above are true and correct in every particular. I acknowledge that it is an offence under the *Bioregulation and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013* to issue assurance certificates without being accredited and/ or making false statements in certificates and declarations.

| Authorised Signatory's Name (Please Print) | Signature | Date       |
|--|-----------|------------|
| Joe Bloggs                                 |           | 23/04/2016 |



# PACKED PRODUCT INSPECTION RECORD

| Date of Inspection  |                                  |                 |                       | Package Identification   |  |
|---|----------------------------------|-----------------|-----------------------|--|--|
| Place of Inspection   |                                  |                 |                       | IP Number  |  |
| Name of Approved Inspection Person  |                                  |                 |                       | Name & Address of Grower and or Packer (if multiple, list in comments/findings column) |  |
| Inspection Type<br><input type="checkbox"/> End-point<br><input type="checkbox"/> In-line |                                  |                 |                       | Produce Type (if multiple, list in comments/findings column)                           |  |
| Inspection Rate<br><input type="checkbox"/> 600 Unit<br><input type="checkbox"/> 2%       |                                  |                 |                       | Total Number of Packages in Consignment/Lot (list separately if multiple commodities)  |  |
| Notes:  |                                  |                 |                       | PHAC No(s)   |  |
| Package No.   | Time sample taken (in-line only) | Number of Units | Total Number of Units | Comments/Findings  |  |
| 1   |                                  |                 |                       |  |  |
| 2   |                                  |                 |                       |  |  |
| 3   |                                  |                 |                       |  |  |
| 4   |                                  |                 |                       |  |  |
| 5   |                                  |                 |                       |  |  |
| 6   |                                  |                 |                       |  |  |
| 7   |                                  |                 |                       |  |  |
| 8   |                                  |                 |                       |  |  |
| 9   |                                  |                 |                       |  |  |
| 10  |                                  |                 |                       |  |  |
| 11  |                                  |                 |                       |  |  |
| 12  |                                  |                 |                       |  |  |
| 13  |                                  |                 |                       |  |  |
| 14  |                                  |                 |                       |  |  |
| 15  |                                  |                 |                       |  |  |
| 16  |                                  |                 |                       |  |  |
| 17  |                                  |                 |                       |  |  |
| <b>Pass</b>   |                                  | <b>Fail</b>     |                       | Signature of Approved Inspection Person:   |  |
| Actions resulting from a suspected detection of a quarantine pest                         |                                  |                 |                       |  |  |

# SAMPLE SUBMISSION FORM

## APPROVED INSPECTION PERSON DETAILS

|   |  |  |  |
|---|--|--|--|
| Approved Inspection Person Name   | <input style="width: 95%;" type="text"/> | IP Number of Accredited Business                       | <input style="width: 95%;" type="text" value="W"/> |
| Name and address of grower/packer or IP number of the produce that sample was taken | <input style="width: 95%;" type="text"/> | Type of produce & quantity from which sample was taken | Type of produce:                                   |
|   |  |  | Quantity of produce:                               |
| Date sample was taken   | <input style="width: 95%;" type="text"/> | Date sample was submitted to Diagnostician             | <input style="width: 95%;" type="text"/>           |
| Contact Telephone No  | <input style="width: 95%;" type="text"/> | Email/Fax No   | <input style="width: 95%;" type="text"/>           |

## SAMPLE DETAILS

|   |  |
|---|--|
| Type of Sample: <small>(e.g. insect, leaves, seeds)</small>   | <input style="width: 95%;" type="text"/>               |
| Diagnosis request: <small>(e.g. identify insect, disease, seed)</small>   | <input style="width: 95%;" type="text"/>               |
| <p>Sample details:</p> <p>Describe where, when and how the sample was taken. Include the type produce or crop the sample was taken from, who took the sample and why diagnosis is required.</p> | <input style="width: 95%; height: 80px;" type="text"/> |

## DIAGNOSIS DETAILS - For Diagnostician Use Only

|                      |  |                        |  |
|----------------------|--|------------------------|--|
| Date Sample Received | <input style="width: 95%;" type="text"/>               | Date Sample Diagnosed  | <input style="width: 95%;" type="text"/> |
| Diagnosis Result     | <input style="width: 95%; height: 50px;" type="text"/> |                        |  |
| Method of Diagnosis  | <input style="width: 95%; height: 50px;" type="text"/> |                        |  |
| Comments             | <input style="width: 95%; height: 50px;" type="text"/> |                        |  |
| Diagnostician Name   | <input style="width: 95%;" type="text"/>               | Diagnostician Position | <input style="width: 95%;" type="text"/> |
| Signature            | <input style="width: 95%;" type="text"/>               | Date                   | <input style="width: 95%;" type="text"/> |



# IDENTIFICATION OF PACKED PRODUCT SAMPLE PACKAGES

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## Marking Sample Packages after Packed Product Inspection

Following inspection, the Packed Product Controller must:

- (a) mark one end of each sample package by applying a stamp or sticker with the PPS Number (Packed Product Sample Number) and their initials as shown below; and
- (b) ensure that the PPS Number stamp or sticker is visible on the exposed end of the package when the package is assembled on the pallet.

## Stamp or Sticker Design (Example Only)



## Completed Stamp or Sticker (Example Only)

