



Department of  
Primary Industries and  
Regional Development

30

Interstate Certification Assurance

# Hard Condition of Avocados

Version 7.2 – May 2018



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## Revision Register

Issue Number	Date of Issue	Amendments
1.0	28/8/00	First Issue
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2.1	31/3/04	Amendment Page 14 section 7.11 Dispatch (Assurance Certificates)
3.0	31/8/04	Plant Health Assurance Certificate (Attachment 1)
4.0	5/10/04	All pages review and formatting
5.0	14/12/06	All pages review and formatting & Inclusion of packing record
6.0	09/12/10	Section 2 Scope. Now includes 'Reed' avocados. Part B Training and Training Declaration (Attachments 4 & 6) and formatting
7.0	18/06/13	Section 2.0 Scope. Addition of Lamb Hass
7.1	25/05/18	All pages review and format.
7.2	29/05/18	Fixed number error and section 7.1.2

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## 1 PURPOSE

The purpose of this procedure is to describe-

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

that apply to the certification of hard condition of avocado for Mediterranean fruit fly and Queensland fruit fly under an Interstate Certification Assurance (ICA) arrangement.

## 2 SCOPE

This procedure covers all certification of hard condition of avocados from Businesses operating under an Interstate Certification Assurance arrangement in Western Australia.

Pest: Mediterranean fruit fly (*Ceratitis capitata*) and Queensland fruit fly (*Bactrocera tryoni*)

Product: Hass, Lamb Hass, Fuerte, Sharwil or Reed avocados for Mediterranean fruit fly and Hass, Lamb Hass for Queensland fruit fly

Location: Western Australia

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

This procedure is separated into two (2) sections:

1. Part A covering grower activities, and
2. Part B covering packer activities.

Certification of hard condition of avocado under this Operational Procedure may not be an accepted quarantine entry condition for all intrastate and interstate markets.

Some intrastate and interstate markets may require additional certification for pests and diseases other than fruit fly as a condition of entry.

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

Information on intrastate and interstate quarantine requirements can be obtained from the Quarantine WA, QA Supervisor.

## 3 REFERENCES

WI-QA015

Guidelines for the Completion Plant Health Assurance Certificates

## 4 DEFINITIONS

Accredit

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

Application for accreditation	means an Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement.
Assurance certificate	means a Plant Health Assurance Certificate.
Authorised signatory	means an officer of an ICA accredited Business whose name and specimen signature is provided as an authorised signatory with the Business's Application for Accreditation.
Avocado	means fruit of the Hass, Lamb Hass, Fuerte, Sharwil or Reed cultivars of the species <i>Persea americana</i>
Business	means the legal entity responsible for the operation of the facility and ICA arrangement detailed in the Business's Application for Accreditation.
Certification assurance	means a voluntary arrangement between Department of Primary Industries and Regional Development, Western Australia and a Business that demonstrates effective in-house quality management and provides assurance through documented procedures and records that produce meets specified requirements.
Certified/certification	means covered by a valid Plant Health Assurance Certificate
Facility	means the location of the operation covered by the Interstate Certification Assurance arrangement.
Fruit	means avocado.
Hard Condition	means avocados showing no signs of softening, or having any isolated soft areas or broken skin on any part of the fruit that have been deliberately detached from healthy branches of living trees
ICA	means Interstate Certification Assurance.
Inspector	means an inspector appointed under the Biosecurity and Agriculture Management Act 2007.
Interstate certification assurance	means a system of Certification Assurance developed to meet the requirements of State and Territory governments for the certification of produce for interstate and intrastate quarantine purposes.
Lot	means a discrete quantity of a variety of avocados harvested on a single day by a single grower.
Mediterranean fruit fly	means all stages of the species <i>Ceratitis capitata</i> .
Nonconformance	means a nonfulfilment of a specified requirement.

Queensland Fruit Fly means all life stages of the species *Bactrocera tryoni* (Froggatt).

## 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; and
- training staff in their duties and responsibilities under this Operational Procedure; and
- ensuring the Business and its staff comply with their responsibilities and duties under this Operational Procedure; and
- ensuring the business has current accreditation for an ICA arrangement under this operational procedure; and
- ensuring that the requirements for hard condition are carried out in accordance with this operational procedure.

**PART A** (covering harvest, harvest inspection and storage)

- ensuring the Business has current accreditation for an ICA arrangement under Part A of this Operational Procedure; and
- overseeing and supervising the harvest and sorting processes; and
- ensuring pickers are trained to distinguish between conforming and nonconforming fruit, and understand the reasons for this distinction; and
- ensuring fruit is stored under secure conditions within 48 hours of harvest; and
- ensuring pickers and sorters are able to identify hard condition of fruit; and
- maintaining harvest, inspection and storage records.

**PART B** (covering fruit receipt, packing and certification)

- ensuring the Business has current accreditation for an ICA arrangement under Part B of this Operational Procedure; and
- ensuring graders/packers are trained to distinguish between conforming and nonconforming fruit, and understand the reasons for this distinction; and
- investigating and rectifying any problems following detection of a nonconformity in product; and
- instigating corrective action following rejection of product; and
- maintaining packing records for all certified fruit that allows trace back of fruit to the original harvest lot and (if applicable) the Harvest and Storage Declaration.

The **Pickers, Sorters, Graders and Packers** are responsible for

- ensuring every container of unpacked fruit is labelled with a unique number identifying the container and harvest lot; and
- inspecting fruit for signs of softening, and identifying and isolating softening or damaged fruit in their area of activity; and
- immediately advising the Certification Controller or Harvest Supervisor on detection of nonconforming fruit that has not been appropriately identified as such.

The **Fruit Receipt Officer** is responsible for –

- ensuring all avocados received for packing under Part B are sourced from a Business accredited under Part A of this Operational Procedure; and
- ensuring avocados grown by another business are accompanied by a Harvest and Storage Declaration.

The **Harvest Supervisor** is responsible for -

- ensuring that at least ten fruit are selected at random from every field bin and examined to verify hard condition; and
- maintaining records of inspections.
- The Authorised Dispatcher is responsible for -
- ensuring all packages covered by an Assurance Certificate issued by the Business under this Operational Procedure are identified; and
- maintaining copies of all Assurance Certificates issued by the Business under the ICA arrangement .

The **Authorised Signatories** are responsible for -

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

## 6 REQUIREMENT

Avocado fruit certified for hard condition must meet the following requirements -

- fruit must be harvested from trees while in a hard condition; and
- stored in secure conditions within 48 hours of harvest

### Secure conditions include-

- unvented packages;
- vented packages with the vents secured with gauze/mesh with a maximum aperture of 1.6 mm;
- fully enclosed under tarpaulins, hessian, shade cloth, mesh or other covering which provides a maximum aperture of 1.6 mm;
- shrink-wrapped and sealed as a palletised unit; or
- fully enclosed or screened buildings, cold rooms, vehicles or other facilities free from gaps or other entry points greater than 1.6 mm.

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

## 7 PROCEDURE

### 7.1 Accreditation

#### 7.1.1 Application for Accreditation

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

If the Business harvests fruit for packing and certification by another Business, then Part A is indicated on the application.

If the Business only packs and certifies fruit harvested by other businesses, then Part B is indicated on the application.

If the Business harvests, packs and certifies fruit then Part A and Part B are indicated on the application.

### 7.1.2 Audit Process

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

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

### Compliance Audits

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

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

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

Ongoing compliance audits are conducted at least once every twelve months.

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, certified produce, ICA system records or ICA system documentation.

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

### Re-Accreditation

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

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

### 7.1.3 Certificate of Accreditation

An accredited Business will receive a Certificate of Accreditation for an Interstate Certification Assurance Arrangement detailing the facility location, Operational Procedure, scope (type of produce) and period of accreditation.

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

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



## PART A - Covers the grower activities of harvest, sorting, inspection and post-harvest storage

### 7.2 Harvest

#### 7.2.1 Training for Pickers

The Certification Controller shall maintain a current register of personnel engaged in harvesting activities for the Business. There will be a signature against each name indicating that the person has undergone instruction and understands that only hard avocados, deliberately detached from healthy branches of living trees, of Hass, Lamb Hass, Fuerte, Sharwil or Reed cultivars, are eligible for certification under this Operational Procedure.

#### 7.2.2 Field picking

Any fruit found loose on the ground or caught in branches, but not attached securely by the peduncle; or fruit attached to fallen, broken or dying branches, cannot be certified under this procedure and must be either –

- collected in windrows to be mulched or buried or ;
- collected in clearly marked or distinctly coloured bins or crates so they can be easily identified as nonconforming product.

The Harvest Supervisor shall oversee the harvest process to ensure only conforming avocados are harvested for certification under this Operational Procedure.

### 7.3 Sorting

The Certification Controller shall supervise the sorting operation to ensure that any fruit which does not conform to these specified requirements is clearly identified and segregated to prevent mixing with conforming product.

Each field bin or pallet of tubs/crates must be labelled with a number. The number is a unique number on each bin/tub/crate which is identified on the harvest and storage record (attachment 2).

These bins must contain the same cultivar harvested from trees in an identifiable location in one day. The harvest and storage record must have the bin/tub/crate number, date and commencement time of picking when a bin is allocated for harvesting.

The Certification Controller shall ensure that only conforming fruit, stored under secure conditions within 48 hours of harvest, are eligible for certification under this Operational Procedure.

Sorters will immediately notify the Harvest Controller on detection of incorrectly identified product or instances where conforming and nonconforming fruit are not appropriately segregated.

Fruit from lots that did not enter secure storage within 48 hours of the harvest commencement time are ineligible for certification under this Operational Procedure.

#### 7.3.1 Identification and Control of Nonconforming Fruit during Sorting

Examples of acceptable methods of identifying conforming and nonconforming fruit during sorting include -

- (a) locating nonconforming fruit in a defined and separate area to conforming fruit and maintaining separation until the fruit is packed or dispatched under a Harvest and Storage Declaration; or
- (b) placing nonconforming fruit in reject bins or other containers which are clearly marked or significantly different in appearance to distinguish them from conforming fruit.

Nonconforming fruit must not be consigned for export, but may be packed, identified as nonconforming, and consigned to a market not requiring certification for fruit fly.

### Inspection for Hard Condition

The Harvest Supervisor shall select a minimum of ten (10) fruit from every 500 kg harvested. The fruit selected for inspection must be representative of the lot – ie sampled randomly across the whole surface of the bin or from each accessible tub or crate on the pallet.

The Harvest Supervisor shall examine the entire surface of each fruit for signs of softening. Any fruit showing signs of softening spotted areas weeping with sap or showing breakdown must be graded out and rejected.

If one or more nonconforming fruit is found in a bin or pallet, then all fruit from that bin or pallet is to be inspected for hard condition, or the whole bin or pallet rejected as nonconforming. The Harvest Supervisor shall immediately advise the Certification Controller of any detection of nonconforming fruit and all rejections will be recorded in the Harvest and Storage Record.

The Harvest and Storage Records must include --

- (a) identification of the harvest lot number indicating cultivar and the type and quantity of produce containers in the harvest lot;
- (b) Bin/tub/crate number
- (c) date and time of commencement of harvest for each harvest lot number;
- (d) indication that at least 10 fruit from each bin or pallet were inspected and verified as hard;
- (e) the identity of the facility in which the fruit was stored after harvest;
- (f) details of storage of each harvest lot including the dates and times that each lot entered secure storage; and
- (g) the name and signature of the Harvest Supervisor or Certification Controller.

Harvest inspection shall be completed -

- (a) **in the case of a Business that is a different Business to the packer** - prior to completion of the Harvest and Storage Declaration and delivery to the packer
- (b) **in the case of a Business which both grows and packs the fruit** - harvest inspection may be carried out any time prior to packing.

Fruit stored at ambient temperatures may begin to soften from about 3 days after harvest. Harvest inspection after that time may result in significantly increasing the proportion of nonconforming fruit and rejection for certification under this Procedure.

Department of Primary Industries and Regional Development WA recommend inspection and packing of avocados within 2 days of harvest unless they are stored below 10<sup>0</sup> C to maintain the hard condition.

## 7.4 Post - Harvest Storage

To be eligible for certification under this Operational Procedure, harvest lots must enter secure storage within 48 hours of the time of harvest and remain in secure conditions at all times except during actual handling operations until the product has been packed and consigned for export.

Secure conditions include-

- (a) unvented packages;

- (b) vented packages with the vents secured with gauze/mesh with a maximum aperture of 1.6 mm;
- (c) fully enclosed under tarpaulins, hessian, shade cloth, mesh or other covering which provides a maximum aperture of 1.6 mm;
- (d) shrink-wrapped and sealed as a palletised unit; or
- (e) fully enclosed or screened buildings, cold rooms, vehicles or other facilities free from gaps or other entry points greater than 1.6 mm.

## 7.5 Harvest and Storage Declaration

A Business which harvests fruit to be packed by another Business for certification must be accredited for an ICA arrangement under Part A of this Operational Procedure.

The Business shall supply a Harvest and Storage Declaration (refer Attachment 4) with each delivery of fruit supplied to the packing business for certification.

An example of a completed Harvest and Storage Declaration is included as Attachment 5.

The declaration must identify –

- (a) the name and Interstate Produce (IP) Number of the accredited Business that harvested the fruit;
- (b) a statement the business is accredited under Part A of this Operational Procedure for the source facility;
- (c) the identity of the facility in which the fruit was stored after harvest;
- (d) identification of the harvest lot number and the type and quantity of produce containers in the delivery covered by the declaration;
- (e) details of storage of each harvest lot covered by the declaration including the dates and times of harvest and interval in secure conditions.

A Declaration is not required where the Business that harvests the fruit is the same Business that packs and certifies the fruit under this Operational Procedure.

A Business which harvests and packs its own fruit for certification must be accredited for an ICA arrangement under Parts A and B of this Operational Procedure.

## 7.6 Harvest and Storage Records

The Business shall maintain Harvest and Storage Records to verify the requirements for certification have been met (refer Attachment 2).

Harvest and Storage Records must include --

- (a) identification of the harvest lot number indicating cultivar and the type and quantity of produce containers in the harvest lot;
- (b) Bin/tub/crate number
- (c) date and time of commencement of harvest for each harvest lot number;
- (d) indication that at least 10 fruit from each bin or pallet were inspected and verified as hard;
- (e) the identity of the facility in which the fruit was stored after harvest;
- (f) details of storage of each harvest lot including the dates and times that each lot entered secure storage; and

- (g) the name and signature of the Harvest Supervisor or Certification Controller.

An example of a completed Harvest and Storage Record is included as Attachment 3

## **PART B - Covers the packer activities of fruit receipt, grading and packing, inspection and certification**

### **7.7 Training of Staff**

The Certification Controller shall maintain a current register of personnel engaged in grading and inspection activities for the Business. There will be a signature against each name indicating that the person has undergone instruction and understands that only hard avocados of Hass, Lamb Hass, Fuerte, Sharwil or Reed cultivars showing no signs of softening, spotted areas weeping with sap or breakdown are eligible for certification under this protocol.

### **7.8 Fruit Receipt**

The Fruit Receipt Officer shall ensure that all fruit received for certification under this Operational Procedure –

- (a) are supplied by a Business accredited under Part A; and
- (b) each bin or pallet is identified with a bin number relating to the Harvest and Storage Declaration.

Any bin or pallet that is not clearly identified with a unique bin number that is identifiable on the harvest and storage declaration shall be regarded as nonconforming for the purpose of this Operational Procedure.

#### **7.8.1 Receipt of Fruit Harvested & Inspected by another Business**

A Business that packs and/or certifies fruit that has been harvested by another Business shall ensure –

- (a) each delivery of fruit received from another Business for certification under this Operational Procedure is accompanied by a Harvest and Storage Declaration. (refer 7.5);
- (b) fruit supplied for certification has undergone a harvest/storage regime in accordance with 6 Requirement; and
- (c) the harvest lot and bin number and storage details are maintained for all produce received and certified under this Operational Procedure from receipt through to certification and dispatch.

The Business shall maintain copies of each Harvest and Storage Declaration received from a Business accredited under Part A that harvested fruit which they pack and certify under this Operational Procedure.

### **7.9 Grading and Packing**

All avocados graded and packed for certification under this Operational Procedure shall be inspected to verify hard condition during the normal grading and packing process.

Any fruit showing signs of softening spotted areas weeping with sap or showing breakdown must be graded out and rejected. The Certification Controller shall be immediately advised on detection of soft fruit. The Certification Controller shall oversee the grading and packing process to ensure only conforming avocados are packed for certification under this Operational Procedure.

Fruit must remain under secure conditions except when impractical, during packing/grading activities, up to the time of dispatch. All practicable measures must be taken to ensure security of the product is maintained during activities that may expose it to risk of infestation. Eg: bulk bins of unpacked fruit must not be left uncovered for more time than absolutely

#### 7.9.1 Identification of Conforming and Nonconforming Avocados during Grading and Packing

A Business which grades and packs conforming and nonconforming avocados shall implement systems to identify the condition status of fruit during grading and packing to prevent mixing of conforming and nonconforming fruit.

A facility, which packs windfalls, blemished seconds and/or avocados other than the Hass, Lamb Hass, Fuerte, Sharwil or Reed cultivars, or avocados from Businesses not accredited under Part A of this Operational Procedure, must demonstrate compliance with this instruction.

Examples of acceptable methods of identifying conforming and nonconforming avocados during grading and packing include-

- (a) packing conforming fruit at different times to nonconforming fruit and clearing the lines before changing over; or
- (b) packing conforming and nonconforming produce on different packing lines.

Other methods may be used provided they clearly identify and segregate conforming and nonconforming avocados and are acceptable to the auditor.

#### 7.9.2 Identification of Conforming and Nonconforming Avocados after Packing

A Business which grades and packs conforming and nonconforming avocados shall implement systems to identify the condition status of fruit after packing to prevent mixing of conforming and nonconforming fruit.

Examples of acceptable methods of identifying conforming and nonconforming avocados after packing include-

- (a) using packaging which differs significantly in appearance; or
- (b) marking each package of conforming avocados in a manner that clearly identifies the avocados as conforming, in accordance with this Operational Procedure.

Other methods may be used provided they clearly identify conforming and nonconforming fruit, and are acceptable to the auditor.

#### 7.9.3 Action Following Identification of Nonconforming Product during Grading and Packing

If one or more nonconforming fruit is found from a bin or pallet, then all fruit from that bin or pallet is to be inspected for hard condition, or the whole bin or pallet rejected as nonconforming. The Grader shall immediately advise the Certification Controller of any detection of nonconforming fruit and all rejections will be recorded in the Harvest and Storage Record or on the Harvest and Storage Declaration.

The Certification Controller shall trace back the source of nonconformity and implement a corrective action to prevent a recurrence. These incidents will be described in the Harvest and Storage Record or on the Harvest and Storage Declaration.

#### Rejected Product

Rejected product shall be isolated and clearly identified to prevent mixing with conforming product.

Rejected product must be –

- (a) treated under ICA or supervision of WAQIS in a manner acceptable to the importing state authorities; or
- (b) consigned to markets that do not require certification of avocados for fruit fly.

## 7.10 Packing Records

Packing records shall be maintained by the Certification Controller that provide trace back of certified produce to the original harvest lot number and the relevant harvest and storage record or Harvest and Storage Declaration.

Packing records shall be in the form of a Hard Condition Packing Record (Attachment7) or records which capture the same information.

Packing Records must include:

- the Interstate Produce (IP) number of the business that operates the approved facility in which the product was packed;
- the date of packing;
- growers Interstate Produce (IP) number
- growers lot number;
- number of bins;
- number of packages packed from the lot;
- Plant Health Assurance Certificate numbers covering the packed produce.

An example of a completed Hard Condition Packing Record is included as attachment 8.

## 7.11 Post Inspection Security (Tasmania Only)

Packing shall commence as soon as possible after grading. Fruit assessed as conforming for certification at grading shall be held for the minimum practicable period after grading before it must be secured against reinfestation. Any fruit that is stored outside the packing facility prior to dispatch must be held in secure conditions.

Any fruit that remains unpacked at the end of the day must be held in secure conditions until packed.

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

Certified fruit must be transported from the facility in secure conditions that prevent infestation by fruit fly.

Secure conditions include-

- (a) unvented packages;
- (b) vented packages with the vents secured with gauze/mesh with a maximum aperture of 1.6 mm;
- (c) fully enclosed under tarpaulins, hessian, shade cloth, mesh or other covering which provides a maximum aperture of 1.6 mm;
- (d) shrink-wrapped and sealed as a palletised unit; or
- (e) fully enclosed or screened buildings, coldrooms, vehicles or other facilities free from gaps or other entry points greater than 1.6 mm.

Fruit consigned to Tasmania must be transported in full container lots sealed prior to transport, or as lesser container lots in accordance with the requirements of (a), (b) or (d) above.

Where consignments are transported to Tasmania as full container lots, the seal number must be included in the Brand Name or Identifying Marks section of the Assurance Certificate covering the consignment

Where consignments are transported in vented packages that are sealed as a palletised unit in accordance with (d) above, the Business must secure the top layer of the pallet by applying a row of tape over the shrinkwrap and have applied to the tape in waterproof ink the signature of an Authorised Signatory, the number of the Plant Health Assurance Certificate covering the

## 7.12 Dispatch

### 7.12.1 Package Identification

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

- the Interstate Produce (IP) number of the accredited Business that packed the fruit;
- the words “MEETS ICA-30”;
- the date or date code on which the produce was packed; and
- the description of the contents indicating variety ie- Hass, Lamb Hass, Fuerte, Sharwil or Reed avocados

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

Any packages containing fruit that has not been inspected and meets the requirements of this Operational Procedure shall not be marked as stated above.

NB: Importing States may have labelling requirements in addition to those listed above.

### Assurance Certificates

The Authorised Dispatcher shall ensure an Assurance Certificate is completed and signed by an Authorised Signatory of the Business prior to dispatch of the consignment from the facility to a market requiring certification of hard condition for fruit fly.

Assurance Certificates shall be in the form of a Plant Health Assurance Certificate.

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

Assurance Certificates shall be completed, issued and distributed in accordance with the Work Instruction Plant Health Assurance Certificate Completion [WI-QA015].

### 7.12.2 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 accredited Business.

## 7.13 ICA System Records

The Business shall maintain the following records –

### PART A

- Harvest and storage records (refer 7.6 ); and
- Training register

### PART B

- if applicable, a copy of each Harvest and Storage Declaration received;
- Training register
- a copy of each Plant Health Assurance Certificate issued by the Business ICA system records shall be retained for a period of at least 12 months from completion, or until the next compliance audit of the ICA arrangement, whichever is the later.

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

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

## 7.14 ICA System Documentation

The Business shall maintain the following documentation-

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

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

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# 8 NONCONFORMANCES AND SANCTIONS

## 8.1 Nonconformances

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 Nonconformance Report (NCR). Actions required to address the nonconformance 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 nonconformance 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

DAFWA 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 DAFWA;
- contravened an accreditation requirement that compromises the integrity of the arrangement; and/or
- not rectified a non-conformance.

Any action taken by DAFWA 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	(Completed Example)
Attachment 2	Harvest and Storage Record	(Blank)
Attachment 3	Harvest and Storage Record	(Completed Example)
Attachment 4	Harvest and Storage Declaration	(Blank)
Attachment 5	Harvest and Storage Declaration	(Completed Example)
Attachment 6	Training Declaration	(Blank)
Attachment 7	Hard Condition Packing Record	(Blank)
Attachment 8	Hard Condition Packing Record	(Completed Example)

# Plant Health Assurance Certificate (EXAMPLE)



Department of  
Agriculture and Food



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

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

### Consignment Details

#### Consignor

Name	ABC Pty Ltd
Address	Block Road Perth WA 6000

#### Consignee

Name	Avocado Agents
Address	Somewhere Road Somewhere SA

#### Re-consigned To

(Splitting consignments or re-consigning whole consignments).

Name	
Address	

### Certification Details

IP Number	Facility Number	Procedure
W 9999	01	ICA30

#### Accredited Business That Prepared The Produce

Name	ABC Pty Ltd
Address	Block Road Perth WA 6000

#### Grower or Packer

Name	ABC Pty Ltd
Address	Block Road Perth WA 6000

#### Other Facilities Supplying Produce

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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
56	Cartons	AVOCADO	ABC AVOCADO	230/16	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">                     Affix Authorisation Stamp to Split / Re-consignee here                 </div>

### Treatment Details

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

### Additional Certification / Codes

GSL02
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### Declaration

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

Authorised Signatory's Name <small>(Please Print)</small>	Signature	Date
Joe Bloggs		23/04/2016

## HARVEST AND STORAGE RECORD

Business Name:.....					IP No:	W					Harvest lot No		.....bins of.....(cultivar)
Bin/pallet Number	Time & Date Harvest Commenced	Time & Date Secured	Hours Lapsed	Number of fruit		Action Taken					Harvest Supervisor		
				inspected	rejected						Name	Signature	

# HARVEST AND STORAGE RECORD (Example)

Business Name: <b>Smith Avocadoes</b> .....				IP No: <b>W 9 9 9 8</b>		Harvest lot No: <b>L10</b>		...8..bins of <b>HASS (cultivar)</b>	
Bin/pallet Number	Time & Date Harvest Commenced	Time & Date Secured	Hours Lapsed	Number of fruit		Action Taken	Harvest Supervisor		
				inspected	rejected		Name	Signature	
	4/9/00	4/9					J. Supervisor	J Supervisor	
7	0815	1145	3.5	20	0		Joe Supervisor	J Supervisor	
11	0815	1150	4	20	0			J Supervisor	
15	0945	1200	2.	20	0			J Supervisor	
9	1000	1215	2.5	20	1	Whole bin rejected / sent to local market		J Supervisor	
22	1330	1530	2	10	0			J Supervisor	
26	1400	1500	1	20	0			J Supervisor	
5	1410	1600	2	15	0			J Supervisor	
33	1445	1545 (4/9)	1	20	0		J. Supervisor	J Supervisor	

# HARVEST AND STORAGE DECLARATION

I \_\_\_\_\_ (full printed name)

an Authorised Signatory of - \_\_\_\_\_ (Business name),

Interstate Produce (IP) No. 

W				
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hereby declare<sup>1</sup> that the fruit listed below and delivered to –

(Business name),

\_\_\_\_\_ for certification under the Operational Procedure *Hard Condition of Avocado* [ICA-30]

Cultivar	Lot no	Bin Numbers	No & type of containers	Hours between harvest and storage	Description of storage conditions
		..... ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... .....			

## <sup>1</sup>DECLARATION

1. The avocados were inspected at harvest, verified to be in a hard condition and stored in secure conditions within 48 hours.
2. The business making this declaration holds current accreditation under ICA-30 Part A
3. I am authorised to sign on behalf of the business and the information given above is, to the best of my knowledge, true and correct in every particular

\_\_\_\_\_  
Signature

/ /  
Date

A Harvest and Storage Declaration must be provided to the certifying/packer business to cover each delivery (lot) of fruit delivered to the other business for certification under the Operational Procedure ICA-30.HARVEST AND STORAGE DECLARATION (Example)

**I John Smith**

(full printed name)

an Authorised Signatory of -

**Smith Avocadoes**

(Business name),

Interstate Produce (IP) No.

<b>W</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
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hereby declare<sup>1</sup> that the fruit listed below and delivered to –

**ABC Pty Ltd**

(Business name),

for certification under the Operational Procedure *Hard Condition of Avocado* [ICA-30]

Cultivar	Lot no	Bin Numbers	No & type of containers	Hours between harvest and storage	Description of storage conditions
Hass	L10	7, 11, 15, 22, 26, 5, 33	7 Bins	4	Coolroom

**1DECLARATION**

1. The avocados were inspected at harvest, verified to be in a hard condition and stored in secure conditions within 48 hours.
2. The business making this declaration holds current accreditation under ICA-30 Part A
3. I am authorised to sign on behalf of the business and the information given above is, to the best of my knowledge, true and correct in every particular

**J Smith**

6/9/00

Signature

Date

*A Harvest and Storage Declaration must be provided to the certifying/packer business to cover each delivery (lot) of fruit delivered to the other business for certification under the Operational Procedure ICA-30.*

# TRAINING DECLARATION TO MEET ICA-30 REQUIREMENTS

DATE	HARVEST <sup>1</sup>	INSPECTION <sup>2</sup>	EMPLOYEE	EMPLOYEE SIGNATURE
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
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	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		

<sup>1</sup>**DECLARATION-** I have undergone instruction as to the ICA-30 requirement for harvesting Avocado’s in a hard green condition deliberately detached from Healthy Branches of living trees of the following varieties: Hass, Fuerte, Sharwil and Reed.

<sup>2</sup>**DECLARATION-** I have undergone instruction as to the ICA-30 requirement for inspecting Avocado’s in a hard green condition showing no signs of softening, spotted areas weeping with sap or breakdown for the following varieties: Hass, Fuerte, Sharwil and Reed.

# HARD CONDITION PACKING RECORD

BUSINESS NAME:

IP NUMBER:

W

PACKING DATE	GROWERS IP NUMBER	GROWERS LOT NUMBER	NUMBER OF BINS	NUMBER OF PACKAGES	PHAC NUMBER



# HARD CONDITION PACKING RECORD (Example)

BUSINESS NAME: **ABC Pty Ltd**

IP NUMBER: **W 9998**

PACKING DATE	GROWERS IP NUMBER	GROWERS LOT NUMBER	NUMBER OF BINS	NUMBER OF PACKAGES	PHAC NUMBER
<b>7/9/2000</b>	<b>W9999</b>	<b>14T</b>	<b>8</b>	<b>256 trays</b>	<b>123456</b>
<b>7/9/2000</b>	<b>W9990</b>	<b>53</b>	<b>6</b>	<b>196 trays</b>	<b>123456</b>
<b>7/9/2000</b>	<b>W8888</b>	<b>53</b>	<b>2</b>	<b>144 trays</b>	<b>123457</b>

