

CERTIFICATION OF AREA OR PROPERTY FREEDOM BASED ON MONITORING BY THE ACCREDITING AUTHORITY

REVISION REGISTER

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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 produce for area or property freedom based on verification, inspection and monitoring by the accrediting authority, for intra or interstate movement under an Interstate Certification Assurance (ICA) arrangement.

2. SCOPE

This procedure covers all certification of area and property freedom based on verification, inspection and monitoring by the Accrediting Authority issued by businesses operating under an Interstate Certification Assurance arrangement in the Northern Territory.

Certification of area or property freedom under this Operational Procedure may not fulfil all quarantine entry conditions for all produce to all intrastate and interstate markets.

Some intrastate and interstate markets may require additional quarantine certification for requirements other than area/property freedom.

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 Plant Biosecurity Branch.

3. REFERENCES

WI-02 Guidelines for Completion of Plant Health Assurance Certificates.

4. DEFINITIONS

Accredit	means to authorise nominated staff within a business to issue Assurance Certificates.
Accrediting Authority	means the Department of Primary Industry and Resources.
Accredited Source Property	means a source property with current area/property freedom accreditation granted by an Authorised Officer of the Department of Primary Industry and Resources.
Application for Accreditation	means an Application for Accreditation by a business for an Interstate Certification Assurance (ICA) and/or Certification Assurance (CA) arrangement (Attachment 1).
Area/Property Freedom Quarantine Requirement	<p>means a quarantine obligation applying to intra or interstate movement of produce that requires the produce to be sourced only from properties that are:</p> <ul style="list-style-type: none"> • in an area which is ‘free’ from a known outbreak of a specified pest or disease; <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • a specified distance from a known outbreak of a specified pest or disease; <p style="text-align: center;">OR</p> <p>found to be free from a specified pest or disease by an Authorised Officer of an Accrediting Authority.</p>
Assurance Certificate	means a Plant Health Assurance Certificate (Attachment 2).
Authorised Signatory	means a person whose name and specimen signature is included as an Authorised Signatory on the business’s application for accreditation.
Business	means the legal entity responsible for the operation of the facility and ICA arrangement detailed on the business’s Application for Accreditation.
Certified/Certification	means covered by a valid Plant Health Assurance Certificate (Attachment 2).
Consignment	means a discrete quantity of plants or plant products transported to a single consignee at one time.
ICA	means Interstate Certification Assurance.
Inspector	means an inspector appointed under the <i>Plant Health Act</i> .
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.
Mediterranean Fruit Fly	means all stages of the species <i>Ceratitidis capitata</i> .
Nonconformance	means a non-fulfilment of a specified requirement.
Package	means the final outer covering in which certified produce is consigned and may include a box, bin, carton, pallet, bundle, tray or other packaging.

Pest or Disease Free Area

means a defined area of land that has been surveyed and shown to be free of a specified pest or disease.

Please Note:

pest or disease freedom is based solely on verification, inspection and monitoring by an Authorised Officer of an Accrediting Authority.

Phylloxera

means all stages of the species *Daktulosphaira vitifolii*.

PBB

means Plant Biosecurity Branch

Queensland Fruit Fly

means all stages of the species *Bactrocera tryoni*.

Source Property

means a property on which produce is grown or packed for certification under this Operational Procedure.

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;
- ensuring the business has current accreditation for an ICA arrangement under this Operational Procedure;
- 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;
- ensuring the business has current area/property freedom accreditation for each property owned or managed by the business on which certified produce is grown, handled, stored, packed or dispatched for certification under the ICA arrangement (refer 7.2); and
- ensuring all certification of produce under the business's ICA arrangement is carried out in accordance with this Operational Procedure.

The **Product Controller** is responsible for –

- ensuring all produce received for packing and certification under the ICA arrangement is sourced from accredited source properties with current accreditation, and is accompanied by a valid Area or Property Freedom Declaration covering the area/property freedom certification to be given under this Operational Procedure (refer 7.5);
- maintaining area/property freedom certification records (refer 7.6); and
- ensuring all produce intended for certification under the ICA arrangement is clearly identified and segregated from other produce from non-accredited properties and the identity of the produce and its accredited source property is maintained from receipt through to dispatch (refer 7.7).

The **Authorised Dispatcher** is responsible for –

- ensuring all packages covered by an Assurance Certificate issued by the business under this Operational Procedure are identified (refer 7.8.1);

- ensuring certified produce is stored and transported in secure conditions which prevents cross-infestation by uncertified produce (refer 7.8.6); and
- maintaining copies of all Assurance Certificates issued by the business under the ICA arrangement (refer 7.10).

Authorised Signatories are responsible for –

- verifying that all the produce in a consignment has been sourced from accredited source properties with current accreditation for the relevant quarantine requirement being certified (refer 7.5); and
- ensuring, prior to signing and issuing an Assurance Certificate, that produce covered by the certificate has been prepared in accordance with the business's ICA arrangement, and the details on the certificate are true and correct in every particular (refer 7.8.3).

6. REQUIREMENT

Produce certified under this Operational Procedure **must** be grown and packed on properties with current area and/or property freedom accreditation for the area/property freedom quarantine requirements as specified on the Plant Health Assurance Certificate.

Prior to export, the exporter **must** check certification requirements with the importing State or Territory.

7. PROCEDURE

7.1 Accreditation

7.1.1 Application for Accreditation

A business seeking accreditation for an ICA/CA arrangement under this Operational Procedure **shall** submit an Application for Accreditation (refer Attachment 1) at least 10 working days prior to the intended date of commencement of certification of produce.

Applicants **must** provide the details of all produce, plants and plant products they intend to pack and certify under this ICA/CA arrangement in Section 4 of the Application for Accreditation. Ensure application form is completed correctly and all required attachments are provided. A copy of the application form **must** be maintained for audit purposes.

Each accredited business is provided with a unique Interstate Produce (IP) number to identify the business and its produce, plants and plant products for all interstate plant quarantine purposes as ministered by the Certificate of Accreditation.

7.1.2 Audit Process

Desk Audit

When the application is received a desk audit is conducted to ensure the application is completed correctly with the required attachments. If found to be incomplete the application form will be returned to the business for completion. Once the desk audit has been passed, an initial/compliance audit will be conducted.

Initial Audit

Prior to accrediting a business, an Inspector carries out an initial audit of the business to verify the ICA/CA 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/CA arrangement.

On completion of a successful initial audit, applicants will be granted provisional accreditation for a period of 4 weeks and a 'Certificate of Accreditation' for Provisional Certification will be issued (refer 7.1.3).

Initial Compliance Audit

In the first year of accreditation an initial compliance audit will be conducted within 4 weeks of accreditation or issuing an assurance certificate pursuant to the Operational Procedure. On completion of successful initial compliance audit the business **shall** be granted full accreditation.

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).

Compliance Audits

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

Ongoing compliance audits are conducted at least once every six months for a business that operates for more than six months of each year.

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

Unscheduled compliance audits may be conducted at any time as a random audit or to investigate reported or suspected non-conformances.

Re-Accreditation

Accredited businesses are required to re-apply for accreditation each year the business seeks to operate under the ICA/CA arrangement. Business 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/CA arrangement.

A compliance audit is conducted within twelve 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' detailing the facility location, Operational Procedure, scope (type of produce and chemical covered) and period of accreditation.

The business **must** maintain a current 'Certificate of Accreditation for an Interstate Certification Assurance' and make this available on request by an Inspector.

A business may not commence or continue certification of produce under the ICA/CA arrangement unless it is in possession of a valid and current 'Certificate of Accreditation for an Interstate Certification Assurance' for the facility, procedure, produce type and chemical covered by the Assurance Certificate.

7.1.4 Nonconformances and Sanctions

7.1.4.1 Nonconformances

Audits are regularly undertaken to evaluate the effectiveness of implementation of the 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 integrity of the accreditation has been significantly compromised, the nonconformance may provide grounds for the suspension or cancellation of the accreditation, and prosecution.

7.1.4.2 Incident Reports

Incident Reports may be raised by intra and/or interstate quarantine authorities to report the detection of a nonconformance in produce certified under this arrangement. An investigation into the incident **shall** be conducted and findings reported back to the originator.

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

7.1.4.3 Suspension and Cancellation

The PBB may suspend or cancel an accreditation when a business is found, to have:

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

Any action taken by the PBB to suspend or cancel an accreditation **shall** be provided in writing to the business. This **shall** provide guidance making an appeal to have the decision be reviewed.

7.1.4.4 Prosecution

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

7.1.4.5 Charging Policy

Plant Biosecurity fees will apply to businesses that participate in ICA/CA arrangements. PBB can be contacted for a schedule of the Plant Biosecurity fees.

7.2 Area/Property Freedom Accreditation

All source properties, (which includes properties on which produce is grown, stored, handled, packed, certified or dispatched), **must** be accredited for the relevant area or property freedom requirement specified on the Plant Health Assurance Certificate.

7.2.1 Application for Area/Property Freedom Accreditation

A business **must** apply for area/property freedom for the property on which certified produce is grown, stored, handled, packed, certified; or dispatched.

Businesses **shall** submit an Application for Area/Property Freedom Accreditation at least 10 working days prior to the intended date of commencement of supplying produce to accredited businesses.

The business that owns or manages the property **must** complete the application for Area/Property Freedom Accreditation. The application **shall** specify the name of the legal entity that owns or manages the property, the location of the property, the real property description of each parcel of land that is part of the property (a detailed map showing location of property, produce type and location of the produce) and the area/property freedom quarantine requirements for which area/property freedom is sought.

7.2.2 Accreditation

Area/property freedom accreditation may require a property visit by an Inspector to verify the location of the property and its compliance with the applicable area/property freedom quarantine requirement covered by the application.

An Inspector **shall** endorse the application for area/property freedom following confirmation of the property's conformance with the relevant quarantine requirement.

Each accredited source property **shall** be allocated an Interstate Produce (IP) number. The IP number **shall** comprise, the "A" Registration (IP) number of the business that owns or manages the property (A999) and a unique property (facility) number (01, 02 etc).

Each type of area/property freedom accreditation **shall** be allocated a unique area/property freedom code (eg PHY-01 for the requirement "Grown in an area free from Grape Phylloxera").

Each area/property freedom accreditation **shall** be allocated a unique number which combines the Interstate Property (IP) number, the property (facility) number and the applicable area/property freedom code (eg A 9999-01-PHY-01).

Area/property freedom accreditation **shall** be granted for 12 months, or until accreditation is suspended or cancelled.

7.3 Moving Produce Between Accredited Source Properties

If produce from accredited source properties needs to move through an area or another property that is not accredited to be free of the specified pest for which area/property freedom has been granted, the produce **must** be transported under secure conditions which prevents infestation by that pest (refer 7.8.6).

7.4 Sourcing Produce for Area/Property Freedom Certification

The Product Controller **shall** ensure that all produce received for certification under this Operational Procedure is from an accredited source property with current area/property freedom accreditation for the quarantine requirement to be certified.

7.4.1 Receipt of Produce Grown by Another Business

A business that certifies produce from a property owned or managed by another accredited business **shall** ensure:

- each delivery of produce supplied by the other business for certification under this Operational Procedure is verified for current Area or Property Freedom by checking the Application for Area or Property Freedom of the source property (refer Attachment 3 and 4);
- a Record of Receipt is maintained for all receipts of produce (refer Attachments 5 and 6);
- where applicable, the produce has been transported under secure conditions; and
- the identification of the produce and its supporting documentation is maintained from receipt through to certification and dispatch.

7.5 Certification of Area/Property Freedom

Prior to certifying area/property freedom under this Operational Procedure, the Authorised Signatory who signs the certificate **shall** verify that all produce in the consignment has been sourced from accredited source properties for the relevant quarantine requirement.

For produce grown on a property owned or managed by the certifying business, the Authorised Signatory **must** sight the:

- current endorsed application for Area/Property Freedom verification covering the accredited source property;
- area/property freedom quarantine requirement being certified; and
- copies of each source businesses Property Freedom Certification certificate are obtained prior to sourcing produce for certification.

Information on the area/property freedom quarantine requirements that apply to consigning produce to a specified market can be obtained from the Department of Primary Industry and Resources, phone (08) 8999 2118.

7.6 Record of Receipt

The Product Controller **must** ensure a record is kept of all receipts of produce to be certified for area/property freedom certification using a Record of Receipt (refer Attachment 5) or records which record the same information.

The business's Record of Receipt **shall** include:

- the Assurance Certificate number;
- the produce type and quantity of produce covered by the certificate;
- the accredited source property's Interstate Property (IP) number;

- the area/property freedom code or codes for the area/property freedom quarantine requirement(s) specified on the Assurance Certificate; and
- the name and signature of the Authorised Signatory issuing the Assurance Certificate.

The name and signature of the Authorised Signatory issuing the Plant Health Assurance Certificate **shall** be evidence that the necessary verification of area/property freedom as specified in 7.4, has been carried out.

An example of a completed Record of Receipt is included as Attachment 6.

7.7 Storage, Handling & Security of Certified Produce

Produce intended for certification under this Operational Procedure **must** be handled and stored in conditions which maintains the identification of the produce and its accredited source property, and prevents mixing of conforming and nonconforming produce.

7.8 Dispatch

7.8.1 Produce Identification

Prior to the issuance of an Assurance Certificate by the business under this Operational Procedure, the Authorised Dispatcher **must** ensure that each package of certified produce is marked in permanent and legible characters of at least 5mm with:

- the Interstate Produce (IP) number of the accredited business certifying the produce under this Operational Procedure;
- the words “MEETS ICA-23”; and
- date (or date code) on which the produce was packed.

A package is the final outer covering in which certified produce is consigned and may include a box, carton, bin, bundle or other packaging unit.

Produce that has not been verified as conforming to the area/property freedom requirements specified in this Operational Procedure shall not be marked as stated above.

7.8.2 Additional Certification

The Authorised Dispatcher **shall** check whether any other quarantine requirements (eg a treatment or condition) apply to the produce and market they are consigning the produce to, prior to preparing an Assurance Certificate for the consignment.

If any other plant health certification is required, the certifying business **must**:

- certify the produce under the appropriate ICA operational arrangement;
- OR**
- contact DPIR to gain the additional certification required.

7.8.3 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 of produce to a

market requiring certification for the area/property freedom quarantine requirement covered by the Assurance Certificate.

Assurance Certificates **shall** be in the form of a Plant Health Assurance Certificate, refer Attachments 2.

Assurance Certificate **shall** include:

- (a) in the “Accredited Business that Prepared the Produce” section -
 - the name and address of the accredited business certifying the produce;
- (b) in the “IP No. of Acc. Business” section -
 - the IP No. of the accredited business **certifying the produce**;
- (c) in the “Grower or Packer” section -
 - the name and address of the accredited business that **owns or manages the accredited source property on which the produce was grown**. Where the produce in the consignment was grown by a number of accredited businesses, the word “VARIOUS” **shall** be used;
- (d) in the “Type of Produce” section -
 - the **type and quantity** of produce in the consignment.

NOTE: Where there is insufficient room to list each produce type, the words “See Attachment” are to be used and an Attachment Sheet must be securely attached to each copy of the assurance certificate.

The Attachment Sheet **must** include –

- the words “ATTACHMENT SHEET”;
 - the name and address of the consignor;
 - the Assurance Certificate number;
 - the number and type of packages in the consignment and the type of produce in the package;
 - the signature of the Authorised Signatory that signed the Assurance Certificate and the date.
- (e) in the “Additional Certification” section -
- the applicable area/property freedom code(s) **or** the specified area/property freedom quarantine requirement(s) for the market to which the produce is consigned and for which all the accredited source property/ies are currently accredited.

Individual Assurance Certificates **shall** be issued to cover each consignment (ie a discrete quantity of produce to a single consignee at the one time) to avoid splitting of consignments. An Assurance Certificate may be issued to cover a consignment that is made up of produce sourced from a number of accredited source properties provided the certification given is applicable to all the produce in the consignment.

Additional detail for Tasmania only: In the additional certification section, the statement “handled, stored and transported in secure conditions.”

Assurance Certificates **shall** be completed, issued and distributed in accordance with the Work Instruction Guidelines for Completion of Plant Health Assurance Certificate (WI-02).

7.8.4 Inspection and Release of Consignments

Prior to release of the consignment, the Certification Controller **must** check a minimum of two per cent (2%) of packages for compliance with labelling requirements. If any deficiencies in labelling are detected in sample packages, all packages in the consignment **must** be checked and the labelling rectified prior to the consignment being released. The Certification Controllers **must** also ensure that soil is not present in the packages.

7.8.5 Assurance Certificate Distribution

The **original** (yellow copy) **must** accompany the consignment.
The **duplicate** (white copy) **must** be retained by the business.
The **triplicate** (green copy) **must** be sent to PBB.

7.8.6 Post Certification Security

Certified produce **must** be transported under secure conditions which prevents cross-infestation by uncertified produce.

Produce that has been certified as grown and packed in area free of fruit fly **must** be transported under secure conditions when being transported through outbreak areas or areas that are not declared free from fruit fly.

Secure conditions **for fruit fly** include –

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

The accredited business must handle, store and transport host produce according to the secure conditions requirements in Schedule 1B of the Plant Biosecurity Manual, Tasmania.

The Plant Biosecurity Manual can be found at
<http://dpiwwe.tas.gov.au/biosecurity/plant-biosecurity/plant-biosecurity-manual>.

Certification assurance certificates must state that host produce was; handled, stored and transported in secure conditions”.

7.9 Remedial Action Upon Loss of Area Freedom

When an outbreak of a pest or disease is declared, the local Accrediting Authority will notify accredited businesses of the suspension zone and which production areas fall within this zone.

Businesses will be supplied with a map and a list of the Approved Properties that are located within the suspension zone.

Upon receipt of notification, an accredited business within a suspension area **must** immediately cease to issue Assurance Certificates under this arrangement for produce grown inside the suspension zone.

7.10 ICA System Records

The business **shall** maintain the following records –

- Copies of all Area or Property Freedom Declarations received (refer 7.5);
- The Record of Receipt (refer 7.6); and
- The duplicate copy of each Plant Health Assurance Certificate issued by the business (refer 7.8.5).

ICA system records **shall** be retained for a period of not less than 24 months from completion.

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

7.11 ICA System Documentation

The business **shall** maintain the following documentation –

- (a) a copy of the business’s current Application for Accreditation (refer Attachment 1);
- (b) a current copy of this Operational Procedure; and
- (c) a current Certificate of Accreditation for an Interstate Certification Assurance.

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

8. ATTACHMENTS

Attachment 1	Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) and/or Certification Assurance (CA) Arrangement	(BLANK)
Attachment 2	Plant Health Assurance Certificate (PHAC)	(COMPLETED EXAMPLE)
Attachment 3	Application for Area or Property Freedom	(BLANK)
Attachment 4	Application for Area or Property Freedom – Confirmation of Area or Property Pest Free Status	(BLANK)
Attachment 5	Record of Receipt	(BLANK)
Attachment 6	Record of Receipt	(COMPLETED EXAMPLE)

Tick each box that describes your business and the ICA/CA arrangement and provide specific details where required. Only one arrangement, that is one Operational Procedure at one Facility, may be covered in one application.

Indicate the type of application being made.

New Renewal Amendment

1. Business/Person Details

(a) Type of Ownership of Business

Individual Incorporated Company Other
 Partnership Cooperative Association (please specify)

(b) Name of Business/Person

Please supply name in full. For a partnership, list the full names of each partner in their normal order. Companies must provide their Australian Company Number (ACN) or Australian Registered Body Number (ARBN) and attach a copy of the Certificate of Incorporation. Cooperative associations must provide appropriate proof of registration (i.e. a copy of the Certificate of Registration or registration search from the Office of Business Affairs or Australian Securities Commission)

ARBN
 ACN

(c) Trading Name/s of the Business/Person (as shown on packages sent to market)

(d) Postal address of the Business/Person

Telephone:
 Facsimile:
 Mobile:

E-mail

(e) Has the business/person been registered previously for the interstate movement of produce? Yes No
 If yes, give the business's/persons Interstate Produce (IP) Number

A

2. Operational Procedure/ and Facility Details

a) Operational Procedure used in this arrangement

Reference No. Title of Operational Procedure

(b) Street address of the facility

Telephone:
 Facsimile:
 Mobile:

3. Authorised Signatories (for Plant Health Assurance Certificates)

	Family Name	Given Name/s	Specimen Signature
Certification Controller	<input style="width: 150px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>
Back-up Certification Controller	<input style="width: 150px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>
Additional Authorised Signatories	<input style="width: 150px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>

4. Types (including varieties) of Produce to be Prepared Under the ICA/CA Arrangement (if insufficient space, attach a list)

5. Interstate Certification Assurance/Certification Assurance System Records

(a) What records do you maintain to verify that the business is carrying out its responsibilities and duties under the Operational Procedure?

- We maintain all our records in accordance with the examples provided in the Operational Procedure.
 We have developed alternative or additional records to those provided in the Operational Procedure.

(b) List the alternative or additional records you intend to use and attach a copy to this application.

(a) (b) (c)	
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6. Accreditation Conditions

(a) For the purposes of this agreement the following definitions shall apply:-

- Applicant* means the person, **corporation**, or other legal entity who is accredited under this agreement.
Inspector means an inspector appointed under the *Plant Health Act*
Department means the Department of Primary Industry and Resources
Interstate Certification Assurance System means the processes, equipment, personnel and resources used to implement the Operational Procedure nominated in Section 2(a).

- (b) The applicant must maintain and operate the interstate certification assurance system in accordance with the Operational Procedure as nominated in Section 2(a), and must maintain the records specified in Section 5.
(c) The applicant will, upon request, allow an inspector to enter any premises where produce certified under the agreement is treated or dispatched, or where any produce, equipment, chemicals, documents for records are stored.
(d) The inspector may inspect or take samples of any relevant item present on the premises at the time of the inspection.
(e) The applicant must take all steps to assist an inspector in the conduct of audits including allowing the inspector or officer to interview any employee of the applicant in relation to the Implementation of the Interstate Certification Assurance System.
(f) The applicant authorises the persons listed in Section 3 of this application to issue certificates on his or her behalf.
(g) In the event of cancellation or non-renewal of this arrangement the certificate pad and any green copies must be returned as they remain the property of Plant Biosecurity Branch.
(h) Plant Biosecurity fees will apply to those businesses/persons that choose to participate in this ICA/CA arrangement. Plant Biosecurity Branch can be contacted for a schedule of the Plant Biosecurity fees.

The applicant agrees to abide by the accreditation conditions listed above and acknowledges that any accreditation is granted subject to those conditions.

The applicant certifies that all of the information contained in this application is true and correct.

Signature/s	Date

Note: Where the applicant is a corporation, the company seal must be applied, and signed, in the appropriate form. Where the applicants are members of a partnership, each of the partners must sign the application.

Office Use Only

Desk Audit	<input type="checkbox"/> Passed	<input type="checkbox"/> Failed	
Name (print) _____	Date received ____ / ____ / ____		
Signature: _____	Date completed ____ / ____ / ____		

Post your application/s to: Department of Primary Industry and Resources, Plant Biosecurity Branch,
GPO Box 3000, DARWIN NT 0801



Plant Health Assurance Certificate

Consignment Details (PLEASE PRINT)

CONSIGNOR (FROM)
Name <i>J. A. Grower</i>
Address <i>120 Woodforde Road</i>
<i>Ti - Tree NT 0872</i>

CONSIGNEE (TO)
Name <i>Adelaide Produce Markets</i>
Address <i>Burma Road</i>
<i>Pooraka South Australia 5095</i>

RECONSIGNED TO <small>(Splitting consignments or reassigning whole consignments).</small>
Name
Address

Certification Details (PLEASE PRINT)

IP NUMBER	FACILITY NUMBER	PROCEDURE
A 9999	01	ICA- 23

ACCREDITED BUSINESS THAT PREPARED THE PRODUCE
Name <i>J. A. Grower</i>
Address <i>120 Woodforde Road</i>
<i>Ti - Tree NT 0872</i>

GROWER OR PACKER
Name <i>Joe Grower's Pty Ltd</i>
Address <i>120 Woodforde Road</i>
<i>Ti - Tree NT 0872</i>

OTHER FACILITIES SUPPLYING PRODUCE

BRAND NAME OR IDENTIFYING MARKS <small>(as marked on packages)</small>	DATE OR DATE CODE <small>(as marked on packages)</small>
<i>Joe Grower's Pty Ltd</i>	<i>18032014</i>

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Authorisation for Split Consignment
<i>200</i>	<i>Cartons</i>	<i>Grapes</i>	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Treatment Details

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

Additional Certification / Codes
<i>Grown and packed in an area free of grape phylloxera, Queensland fruit fly and Mediterranean fruit fly or Meets ICA23.</i>

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 <i>Plant Health Act</i> and that the details shown above are true and correct in every particular.		
AUTHORISED SIGNATORY'S NAME (PLEASE PRINT)	SIGNATURE	DATE
<i>Joe Signatory</i>	<i>Joe Signatory</i>	<i>18/03/2014</i>

PROPERTY DETAILS (A separate application must be completed for each source property).

Name of property owner/manager:	Telephone:	Facsimile:
Postal Address		
Source Property Street Address	* Please attach map showing property location & area(s) where produce is grown on the property	
Real Property Description	* Available from Rates Notice or Local Government Authority	
Produce Type/s to be certified		

DECLARATION

I declare that the property details above are true and correct.		
..... Name of owner Signature of owner/...../..... Date

FOR DPIR APPROVAL ONLY

Period of Approval			
Interstate Produce (IP) number	A	Property Number	
Area/Property freedom code/s			.

CONFIRMATION OF AREA OR PROPERTY PEST FREE STATUS

MFF-01	Grown in an area more than 15km from a known outbreak of Mediterranean Fruit Fly	<input type="checkbox"/>
PHY-01	Grown in an area free from Grape Phylloxera	<input type="checkbox"/>
QFF-01	Grown in an area more than 15km from a known outbreak of Queensland Fruit Fly	<input type="checkbox"/>
QFF-02	Grown in an area more than 80km from a known outbreak of Queensland Fruit Fly	<input type="checkbox"/>
MTF-01	Produce grown and packed not within 100 km of a known infestation of Melon Thrips	<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

DPIR APPROVAL

Details of Departmental Officer with who endorsed the Pest Status of Property.

.....
Name of Officer

.....
Signature of Officer

...../...../.....
Date Endorsed

RECORD OF RECEIPT

Business Name:					Interstate Produce (IP) No. A						Record No.:	
PHAC Number(s)	Date of Receipt	Produce Type	Quantity	Accredited Property (AP) Number	Area/Property Freedom Code(s)	Name of Product Controller	Signature of Product Controller					

RECORD OF RECEIPT

Business Name		Joe Grower's Pty Ltd			Interstate Produce (IP) No. A		Record No.	
PHAC Number(s)	Date of Receipt	Produce Type	Quantity	Accredited Property (AP) Number	Area/Property Freedom Code(s)	Name of Product Controller	Signature of Product Controller	
9999999	30/2/02	Menendee Seedless	40 Cartons	AP 0004-01	PHY-01/QFF-02	Joe Grower	<i>JA Grower</i>	
9999998	30/2/02	Thompson Seedless	20 Cartons	AP0004-02	PHY-01/QFF-02	Joe Grower	<i>JA Grower</i>	
9999999	31/2/02	Flame Seedless	50 Boxes	AP0005-01	PHY-01/QFF-02	Joe Grower	<i>JA Grower</i>	
9999999	31/2/02	Red Globe	30 Boxes	AP0005-01	PHY-01/QFF-02	Joe Grower	<i>JA Grower</i>	

Example