

TREATMENT OF NURSERY STOCK TO WESTERN AUSTRALIA

REVISION REGISTER

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Quality Control Officer

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1. PURPOSE

The purpose of this procedure is to describe -

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

that apply to the treatment of nursery stock plants, which may be either bare rooted or in a soilless potting media, for various quarantine pests and diseases, under an Interstate Certification Assurance (ICA) arrangement.

2. SCOPE

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

Pest: various pests and diseases and permitted species

Produce: nursery stock: eg plants for propagation: bulbs, seedlings, potted plants

Location: Northern Territory

Certification under this procedure may not fulfil all quarantine entry conditions for all produce to Western Australia. Additional pest specific treatment/s may be required.

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. |
| APVMA Permit No. PER9795 | Permit to Allow Minor Use of an Agvet Chemical Product for Quarantine Treatment of Ornamental Species and Non-Bearing Potted Fruit Trees. 1 April 2007 to 31 March 2027 (Version 8). |
| APVMA Permit No. PER9796 | Permit to Allow Minor Use of an Agvet Chemical Product for Quarantine Treatment of Ornamental Species and Non-Bearing Potted Fruit Trees. 1 April 2007 to 31 March 2027 (Version 5). |
| APVMA Permit No. PER10043 | Permit to Allow Minor Use of an Agvet Chemical Product for Quarantine Treatment of Potted Ornamentals and Non-Bearing Fruit Trees. 18 May 2007 to 31 March 2027 (Version 6). |

4. DEFINITIONS

Accredit	means to authorise nominated staff within a business to issue Assurance Certificates.
Act	means the <i>Plant Health Act</i> .
Application for Accreditation	means an Application for Accreditation of a business for an Interstate Certification Assurance (ICA) and/or Certification Assurance (CA) arrangement (Attachment 1).
Approved Laboratory	means a laboratory approved by the National Association of Testing Authorities (NATA) or the Northern Territory Department of Primary Industry and Resources.
APVMA	means the Australian Pesticides and Veterinary Medicines Authority.
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 approved Application for Accreditation form.
Business	means the legal entity responsible for the operation of the facility and ICA arrangement detailed in the business' Application for Accreditation.
Certification Assurance	means a voluntary arrangement between the Department of Primary Industry and Resources 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 (Attachment 2).
Consignment	means a discrete quantity of product transported to a single consignee at one time.
Cover Spraying	means saturating all exposed parts of the plant ie, trunks, stems, leaves, buds, flowers, fronds, or isolated parts (when specified), to the point of run-off with a chemical solution or suspension.
Dipping	means full immersion in a diluted chemical mixture.
Facility	means the location of the operation of treatment of nursery stock covered by the Interstate Certification Assurance arrangement.
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.
Nonconformance	means a non-fulfilment of a specified requirement.
Permitted Species	means a plant which is or has been assessed by the Department of Agriculture and Food, WA as posing no weed risk for WA.

PBB	means Plant Biosecurity Branch.
Plant Health Assurance Certificate (PHAC)	means certification issued by an Authorised Signatory of an accredited business.

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;
- ensuring the business has current accreditation for an ICA arrangement under this Operational Procedure;
- obtaining and reading the specific Material and Safety Data Sheet (MSDS) for the chemical product intended for use;
- ensuring that the treatment of plants for certification under the business's ICA arrangement is carried out in accordance with this Operational Procedure;
- ensuring staff are trained in the use of chemicals, including awareness of MSDS; and
- ensuring the requirements of NT Worksafe and its relevant legislation and regulations are addressed, including the conduct of a risk assessment.

The **Treatment Operator** is responsible for –

- maintaining a current calibration certificate for equipment used in the treatment of nursery stock under this Operational Procedure;
- preparing safe use and disposal of treatment mixtures;
- applying treatment to all lots of plants certified under this Operational Procedure within the interval specified prior to dispatch;
- maintaining preparation and treatment records of treatment;
- maintaining treatment equipment; and
- adhere to the requirements of the *Agricultural and Veterinary Chemicals (Control of Use) Act*.

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 treated and prepared in accordance with the business's ICA arrangement, and the details on the certificate are true and correct in every particular.

6. REQUIREMENT

All potted plants **must** be in a soilless potting medium.

Plants of any kind in pots of more than 20L in size are not allowed entry into WA.

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

All spray treatments to be applied with wetting agent (refer 7.3.3) at the manufacturers recommended rate to attain 100% coverage, to the point of run off.

All treatments are to be applied within 10 days before export.

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

The business must use products registered under the Agvet Code in accordance with the instructions included on the product's approved label or issued by the Northern Territory Government or an APVMA permit, and follow any first aid, safety, protection, storage and disposal directions on the product label or permit.

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

The Department of Primary Industry and Resources 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.

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

The Treatment facilities **must** comply with the requirements of the local government, environmental and workplace health and safety authorities.

Plants shall be treated in accordance with the following table:

Note: All businesses must have written approval from PBB prior to gaining accreditation.

PART A

Nursery Plants	
<p>Plants in potting medium</p> <p>To certify plants all 5 points <u>must</u> be met</p>	<p>1. Potting medium</p> <p>(a) bifenthrin 2g/kg (granules) at 16 to 61g/10L of potting medium (see permit 9796).</p> <p style="text-align: center;">OR</p> <p>(b) suSCon Green® at label recommendations.</p> <p style="text-align: center;">OR</p> <p>(c) Immersion or drenching of the container and root ball in a solution of 80g/L bifenthrin at 2.5mL/10L and a commercial wetting agent used at the manufacturer's recommended rate. (see permit 10043).</p> <p style="text-align: center;">OR</p> <p>(d) Immersion or drenching of the container and root ball in a solution of chlorpyrifos 500g/L at least 4mL/10L of water and a commercial wetting agent used at the manufacturer's recommended rate.</p> <p style="text-align: center;">AND</p> <p>2. Potting medium</p> <p>(a) Furalaxyl 250g/kg at label recommendations.</p> <p style="text-align: center;">OR</p> <p>(b) Etridiazole/Thiophante-Methyl at label recommendations.</p> <p style="text-align: center;">OR</p> <p>(c) Etridiazole 350g/kg at label recommendations.</p> <p style="text-align: center;">AND</p> <p>3. Above ground parts</p> <p>(a) Imidacloprid 200g/L at 2.5mL per 10L at label recommendations.</p> <p>(b) Acetamiprid 225g/L at 44mL/100L at label recommendations.</p> <p style="text-align: center;">AND</p> <p>4. Above ground parts</p> <p>(a) Bifenthrin (EC) 100g/L at 5mL/10L (see permit 9795).</p> <p style="text-align: center;">OR</p> <p>(b) Bifenthrin (EC) 80g/L at 6mL/10L (see permit 9795).</p> <p style="text-align: center;">AND</p> <p>5. Above ground parts</p> <p>(a) Mancozeb 800g/kg at 15g/10L (see permit 9795).</p> <p style="text-align: center;">OR</p> <p>(b) Chlorothalonil or any other Group Y fungicide at label recommendations.</p>

Nursery Plants	
<p>Bulbs free from potting medium</p> <p>To certify plants both points <u>must</u> be met</p>	<p>1. All parts</p> <p style="padding-left: 40px;">(a) Bifenthrin (EC) 100g/L at 5mL/10L (see permit 9795).</p> <p style="text-align: center;">OR</p> <p style="padding-left: 40px;">(b) Bifenthrin (EC) 80g/L at 6mL/10L (see permit 9795).</p> <p style="text-align: center;">AND</p> <p>2. All Parts Mancozeb 800g/kg at 15g/10L (see permit 9795).</p>
<p>Bare rooted and cuttings - plants with leaves</p> <p>To certify plants all above 3 points <u>must</u> be met.</p>	<p>1. Above ground parts</p> <p style="padding-left: 40px;">(a) Bifenthrin (EC) 100g/L at 5mL/10L (see permit 9795).</p> <p style="text-align: center;">OR</p> <p style="padding-left: 40px;">(b) Bifenthrin (EC) 80g/L at 6mL/10L (see permit 9795).</p> <p style="text-align: center;">AND</p> <p>2. Above ground parts</p> <p style="padding-left: 40px;">(a) Imidacloprid 200g/L at 2.5mL per 10L at label recommendations.</p> <p style="text-align: center;">OR</p> <p style="padding-left: 40px;">(b) Acetamiprid 225g/L at 44mL/100L at label recommendation.</p> <p style="text-align: center;">AND</p> <p>3. Above ground parts mancozeb 800g/kg at 15g/10L (see permit 9795).</p> <p>Mix Mancozeb then add Bifenthrin and Imidacloprid in tank mix and apply via a foliar application of above ground parts to the point of run off.</p>
<p>Bare rooted and cuttings - dormant deciduous plants</p> <p>To certify plants all above 3 points <u>must</u> be met.</p>	<p>1. All parts</p> <p style="padding-left: 40px;">(a) Bifenthrin (EC) 100g/L at 5mL/10L (see permit 9795).</p> <p style="text-align: center;">OR</p> <p style="padding-left: 40px;">(b) Bifenthrin (EC) 80g/L at 6mL/10L (see permit 9795).</p> <p style="text-align: center;">AND</p> <p>2. All Parts Mancozeb 800g/kg at 15g/10L (see permit 9795).</p> <p style="text-align: center;">AND</p> <p>3. Above ground parts 120mL white oil to 10L water.</p>

7. PROCEDURES

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 **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 Audits

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 Audit

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 processes.

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

Re-Accreditation

Accredited businesses are required to re-apply for accreditation each year the business seeks to operate under the ICA/CA 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/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 Non-conformance 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;
- contravened a procedure requirement that compromises the integrity of the arrangement;
- not rectified a non-conformance;
- not paid fees owing to the PBB.

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 Treatment Preparation Chart

The business **shall** maintain a Treatment Preparation Chart (Attachment 5) or similar record in close proximity to the spray mixture preparation area at the time of making up the cover spray mixture.

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

A chart **shall** be prepared for each treatment or container used for treatments by the business for cover spraying or drenching under this Operational Procedure.

The chart **shall** provide the following details -

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

7.3 Preparation and Treatment Records

The Treatment Operator **must** record details of all chemical preparation and treatments using a Preparation and Treatment Record (Attachment 4) or records which capture the same information.

The business's preparation and treatment records **must** identify –

- (a) the date of cover spray mixture preparation;
- (b) the time of cover spray mixture preparation;
- (c) amount of concentrate used (mL or g) in the spray mixture;
- (d) the total volume (litres) of the made up spray mixture;
- (e) the trade name of the concentrate used;
- (f) name, concentration and amounts of any other pesticides or additives in the spray mixture;
- (g) calibration verification of balance (if solid concentrate used);
- (h) the date of application;
- (i) the treatment equipment used;
- (j) the lot/s (indicating type of plants or plant parts) treated;
- (k) the number of plants sprayed; and
- (l) the identity of the Treatment Operator.

The Treatment Operator **shall**:

- refer to the Treatment Preparation Chart (Attachment 5) to determine the amount of concentrate required to make up the desired quantity of spray mixture.

7.4 Preparing the Treatment Mixture

7.4.1 Liquid Concentrate

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

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

7.4.2 Solid Concentrate

For solid concentrates, the required amount of grams (g) **must** be weighed on a balance with tare or measured allowance taken into consideration for the weight of container used.

Scale Calibration

The balance used **must** be calibrated (with 3 known weights covering at least 50% of the load range of the balance) each day that a mixture is prepared by the Treatment Operator.

The balance **must** be verified as consistently accurate to within $\pm 1\%$ of the total load range (to a maximum error of 10g). Calibration results **shall** be recorded on the Preparation and Treatment Record (refer Attachment 4) or records which capture the same information.

The Treatment Operator **shall**:

- add required amount of concentrate to the spray tank in accordance with the

manufacturer's directions. Solid concentrates **should** be mixed with water before adding to the tank.

- fill the spray supply tank with clean water to the incremental volume mark or maximum mixture level mark.
- ensure that the chemical is completely diluted in all of the water by mixing the tank for a minimum of 2 minutes before commencing the spray operation. Some equipment may require extended periods of mixing to fully dilute the chemical in the water.
- spray equipment **must** have a means of continuous mixing of the spray mixture in the spray tank throughout the spray operation to avoid settling or separation of the concentrate. This can be achieved by mechanical mixing devices in the spray tank, or agitation from spray mixture returned via a by-pass from the spray pump.
- record the preparation of a mixture on the Preparation and Treatment Record (Attachment 4).

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

The addition of commercial wetting agents may be specified for some treatment requirements and these may also vary in compatibility. The Treatment Operator must have evidence that compatibility of spray mixture ingredients has been verified.

7.4.3 Wetting Agent

All cover spray treatments to be applied with wetting agent at the manufacturers recommended rate to attain 100% coverage, to the point of run off. Follow the label instructions for the compatible product recommended, and record amounts in the Treatment Preparation Chart (Attachment 5).

7.5 Treatment

The Treatment Operator **shall** ensure that:

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

7.6 Potting Media Treatment

7.6.1 Drench Volume

For all potting media treatments the volume of solution applied is to be at least 20% of the volume of the container and applied when the media is not saturated and is to be contained.

For example, for a 20L pot, 4L of solution is to be applied when the potting media is sufficiently dry so that the solution is absorbed by the potting media.

Apply a single drench (if whole amount of drench is applied in one session) or drenches (if a number of drenches need to be applied, eg if the potting medium can not be allowed to dry

out to the extent that it could absorb a drench equivalent to 20% of the container) need to be applied within 10 days before arrival in Western Australia.

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

7.6.2 Granular Potting Media Treatment

Bifenthrin (extracted from APVMA Off Label permit).

All Bifenthrin granules are to be applied topically to pot surface. Apply granules at the rate dependant upon the potting media density using the following table - Guide to Average Potting Mix Densities (Table 1). If the media to be treated varies from the specified ratios in the table, determine the average composition of the media to be treated and apply the rate that correlates with a mix with similar density.

Table 1 - Guide to Average Potting Mix Densities

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

SuSCon Green® / Chlorpyrifos

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

7.7 Cover Spray Treatment

7.7.1 Spray Tank Volume and Calibration

Permanent volume indicator marks **shall** be made on the side of the spray tank, on a sight tube or sight panel on the outside of the tank, or by some other method which clearly and accurately indicates the maximum mixture level and any incremental volumes used.

Volume indicator marks **shall** include the volume in litres required to fill the tank to that level.

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

The person conducting the calibration test **must** be authorised to do so by the Accrediting Authority.

An example Treatment Calibration Record/Certificate is shown as Attachment 6.

7.7.2 Cover Spray Equipment Maintenance

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

excessive wear.

7.8 Post Treatment Security and Identification

7.8.1 Security

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

All treatments to be carried out within 10 days before export.

7.8.2 Identification

Each treatment lot **shall** be identified with a lot number affixed to all individual plant containers in the lot or a sign placed at entry points to the designated treatment area immediately after treatment is completed.

7.9 Dispatch

The Authorised Dispatcher **shall** ensure that the product that has been treated under this Operational Procedure is clearly identified and can be referenced to the Preparation and Treatment Record (refer Attachment 4).

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

7.9.1 Package Identification

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

- the “A” Registration (IP) number of the business that operates the approved facility in which the produce was treated; and
- the words “MEETS ICA-29”; and
- the date (or date code) on which the produce was packed; and
- description of the contents indicating Genus and species;

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

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

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

- the above information is written on the consignment note or the invoice accompanying the plants and signed and dated by an Authorised Signatory;

OR

- each plant has a tag securely attached that includes the above information;

OR

- sealed in an enclosed vehicle or container and the seal number is included in the 'Brand Name or Identifying Marks' section of the Assurance Certificate (PHAC) accompanying the consignment.

7.9.2 Assurance Certificates

The Authorised Dispatcher **shall** ensure an Assurance Certificate is completed and signed by an Authorised Signatory of the business prior to the consignment of produce.

Assurance Certificates **shall** be in the form of a Plant Health Assurance Certificate (PHAC). A completed example is shown (refer Attachment 2) and **shall** include:

- in the 'Accredited Business that Prepared the Produce' section -
 - the name and address of the Accredited Business that **treated** the plants;
- in the 'IP No. of 'Certified Details' section -
 - the IP No. of the Accredited Business that **treated** the plants;
- in the 'Plant/Produce Name' section (Consignment Details) -
 - the number and description of plants of each plant category in the consignment;
 - in the produce type column, the full Genus and species name.

The Assurance Certificate **shall** include a description of each category of plants (bulbs, bare rooted, potted plants) in the consignment including full Genus and species name and the number of lines in the category.

NOTE: Where there is insufficient room to list each plant category, the '**Plant Health Assurance Certificate Attachment Sheet for ICA29**' (Attachment 3) **should** be used and securely attached to each copy of the Assurance Certificate. Please ensure the certification section is signed and completed.

- In the "Grower or Packer" section –
 - the name and address of the property on which the plants were grown.
- In the 'Treatment' section –

NOTE: Where there is insufficient room to list the treatment details on the Plant Health Assurance Certificate, the '**Plant Health Assurance Certificate Attachment Sheet for ICA29**' (Attachment 3) **should** be used and securely attached to each copy of the Assurance Certificate. Please ensure the certification section is signed and completed.

PHAC Attachment Sheet for ICA29

- On the Date column, the **date of treatment** of the plants;
- In the Treatment column, the words "Potting Media Drench or Cover Spray";
- In the Chemical (Active Ingredient) column, the concentration and name of the active ingredient of the chemical used to treat the plants;
- In the Concentration column, the words "at ## g/L or ## mL/L" where ## is the number of grams or mL of concentrate added per litre of spray mixture;

- (f) In the 'Additional Certification' section –
- The words 'Meets ICA29';
 - Any additional certification relevant to the treatment facility.

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

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

7.9.3 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.

Ensure you make and keep a copy of the '**Plant Health Assurance Certificate Attachment Sheet for ICA29**' for your records.

7.10 ICA System Records

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

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

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

ICA system records **shall** be made available on request 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;
- (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 **(BLANK)**
for an Interstate Certification Assurance
(ICA) and/or Certification Assurance (CA)
Arrangement

Attachment 2	Plant Health Assurance Certificate (PHAC)	(COMPLETED EXAMPLE)
Attachment 3	Plant Health Assurance Certificate Attachment Sheet for ICA29	(COMPLETED EXAMPLE)
Attachment 4	Preparation and Treatment Record	(BLANK)
Attachment 5	Treatment Preparation Chart	(BLANK)
Attachment 6	Treatment Calibration Record	(BLANK)

Tick each box that describes your business and the ICA/CA arrangement and provide specific details where required. Only one CA/CA 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

<input type="checkbox"/> Individual	<input type="checkbox"/> Incorporated Company	<input type="checkbox"/> Other	
<input type="checkbox"/> Partnership	<input type="checkbox"/> 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)

<input type="checkbox"/> ARBN	<input style="width: 30px; height: 15px; border: 1px solid black;" type="text"/>	<input style="width: 30px; height: 15px; border: 1px solid black;" type="text"/>	<input style="width: 30px; height: 15px; border: 1px solid black;" type="text"/>
<input type="checkbox"/> ACN	<input style="width: 30px; height: 15px; border: 1px solid black;" type="text"/>	<input style="width: 30px; height: 15px; border: 1px solid black;" type="text"/>	<input style="width: 30px; height: 15px; border: 1px solid black;" type="text"/>

(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			
Back-up Certification Controller			
Additional Authorised Signatories			

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 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)	
-------------------	--

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 search.
 (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>Joe's Nursery Pty Ltd</i>
Address	<i>Lot 2000 Beddington Road Humpty Doo NT 0836</i>

CONSIGNEE (TO)	
Name	<i>Sandgroppers Nursery Pty Ltd</i>
Address	<i>684 Long Road Port Hedland WA 6172</i>

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

Certification Details (PLEASE PRINT)

IP NUMBER	FACILITY NUMBER	PROCEDURE
A 9999	01	ICA- 29

ACCREDITED BUSINESS THAT PREPARED THE PRODUCE	
Name	<i>Joe's Nursery Pty Ltd</i>
Address	<i>Lot 2000 Beddington Road Humpty Doo NT 0836</i>

GROWER OR PACKER	
Name	<i>Joe's Nursery Pty Ltd</i>
Address	<i>Lot 2000 Beddington Road Humpty Doo NT 0836</i>

OTHER FACILITIES SUPPLYING PRODUCE	
Name	
Address	

BRAND NAME OR IDENTIFYING MARKS (as marked on packages)	DATE OR DATE CODE (as marked on packages)
<i>Joe's Nursery Pty Ltd</i>	<i>04072007</i>

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

Treatment Details

Treatment	Chemical (Active Ingredient)	Treatment Date	Concentration / Duration and Temperature
<i>Potting Mix Drench</i>	<i>Chlorpyrifos</i>	<i>02/07/07</i>	<i>500g/L @ 4mL/10L water + wetting agent</i>
<i>Potting Mix Drench</i>	<i>Etridiazole</i>	<i>02/07/07</i>	<i>350g/kg as per label</i>
<i>Soil pasteurisation</i>		<i>02/07/07</i>	<i>Steam Pasteurised @ 60°C for 30 minutes</i>
<i>Cover spray</i>	<i>Bifenthrin</i>	<i>02/07/07</i>	<i>100g/L @ 5mL/10L water</i>
<i>Cover Spray</i>	<i>Mancozeb</i>	<i>02/07/07</i>	<i>800g/kg @ 15g/10L water</i>

Additional Certification / Codes
<i>Meets ICA29.</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 *Plant Health Act* 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>4/7/2007</i>



Plant Health Assurance Certificate Attachment Sheet for ICA29

PLANT CATEGORY:

Carton No.	Quantity	Botanical Names (Genus and Species)	Grower
92350	15	<i>Wodyetia bifurcata</i> (Foxtail)	Joe's Nursery
92351	20	<i>Ixora conccinea</i> – Coral Fire	“ “
92351	20	<i>Ixora Javanica</i> – Malay Pink	“ “
92351	10	<i>Ixora coccinea</i> – Pygmy White	“ “
92352	10	<i>Delonix regia</i> (Poinciana)	“ “
92353	10	<i>Adenium obesum</i> (Desert Rose)	“ “
92354	8	<i>Zamioculcas zamiifolia</i>	“ “

TREATMENT:

Date	Treatment	Chemical (Active Ingredient)	Concentration	Duration and Temperature
04/07/2007	Cover Spray	Imidachloprid	200g/L @2.5ml/10L water	

Additional Certification

Certification:

This Attachment forms part of Plant Health Assurance Certificate No.: B012345

Consignor

Name	Joe's Nursery Pty Ltd	IP No:	A9999
Address	Lot 2000 Beddington Rd, Humpty Doo	State	NT
		Postcode	0835

Authorised Signatory's Name (Please Print)	Signature	Date
Joe Signatory	<i>Joe Signatory</i>	4/7/2007

PREPARATION AND TREATMENT RECORD

MIXTURE PREPARATION						TREATMENT					
Date	TIME	Volume/ Weight of Concentrate (mL or g)	Volume of Mixture (Litres)	TRADE NAME OF CONCENTRATE	OTHER PESTICIDES OR ADDITIVES	Date of Application	Equipment Used	Treatment Lot No.	Quantity Treated	Spray Operator's Name	Signature

TREATMENT PREPARATION CHART

Chemical Concentrate: _____

Full Tank Volume: _____ Litres

Concentrate To Full Tank: _____ MI/G

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

_____ mL/g Concentrate / _____ Litres Mixture

_____ mL/g Concentrate / _____ Litres Mixture

_____ mL/g Concentrate / _____ Litres Mixture

_____ mL/g Concentrate / _____ Litres Mixture

_____ mL/g Concentrate / _____ Litres Mixture

_____ mL/g Concentrate / _____ Litres Mixture

Prepared by: _____

Printed Name

Signature

Date

TREATMENT CALIBRATION RECORD

EQUIPMENT CALIBRATED

Name and Address of
Owner of Equipment:

Type of equipment
(eg boom spray, mister):

Brand:

Model:

Serial No.:

Other Identification:

TESTING DETAILS

Name and Address of
the Business
Conducting the Test:

Date of Testing:

Type of Flow Meter Used:

Date of Latest Calibration
of Flow Meter:

CALIBRATION RESULTS

Maximum Mixture Level Volume (litres)

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

CERTIFICATION

The spray mixture tank on the equipment described above has been calibrated in the normal filling position using a calibrated flow meter. Volume indicator marks have been clearly marked on the tank with the volume in litres required to fill the tank to that level.

Printed Name

Signature

Date