8. NON-CONFORMANCES AND SANCTIONS

8.1 Non-conformances

Audits are regularly undertaken to evaluate the effectiveness of implementation of ICA requirements. If, in the opinion of the auditor, there is evidence indicating that there has been a failure to meet one or more accreditation requirements, the auditor may raise a Non-conformance Report (NCR). Actions required to address the non-conformance must 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 to report the detection of a non-conformance in produce certified under this ICA arrangement. An investigation into the incident must be conducted and findings reported back to the originator.

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

8.3 Suspension and Cancellation

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

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

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

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.

10. ATTACHMENTS

Attachment 1	Plant Health Assurance Certificate (completed example).
Attachment 2	Wash Treatment Record.
Attachment 3	Inspection Record
Attachment 4	Spray Application Rate Test Record.
Attachment 5	Roller Brush Calibration Record.
Attachment 6	Hydro-cooler Flow Rate Test Record.
Attachment 7	Feed Mechanism Test Record.
Attachment 8	Immersion Treatment Calibration Record
Attachment 9	Wash Treatment Declaration
Attachment 10	Identification of Packed Product Sample (PPS) Packages

Uncontrolled Coppy

Attachment 1

Plant Health Assurance Certificate (EXAMPLE)

Department of Agriculture and Food

GOVERNMENT OF WESTERN AUSTRALIA

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

Certificate Number: XXXXX

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 Plant 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	ICAxx

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

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Brand Name or identifying marks (As marked on packages)	Date Code (As marked on packages)	Authorisation for Split Consignment
144	Cartons	Beans	ABC beans	190517	
					Affix Authorisation Stamp to Split / Re-consignee here

Treatment Details

Treatment	Chemical (Active Ingredient)	Treatment Date	Concentration / Duration and Temperature
Roller brush		18/05/17	30 seconds

Additional Certification / Codes

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 (Please Print)	Signature	Date
Joe Bloggs	J.A. Bloggs	23/04/2016

Attachment 2

Wash Treatment Record – ICA61

Type of washing D = Dip F = Flat fan spray R = Roller brushes H = Hydro-cooler	Date of washing	Wash commencement time	Wash completion time	Produce washed	Quantity of produce washed	Washing operators name

Attachment 3

Inspection Record – ICA61

Date of Inspection:		**Package Identification**					
Place of Inspection:		**IP Number:**	**W**				
Name of Authorised Inspection Person:		**PHAC No(s):**					
Inspection Rate	☐ **600 Unit** ☐**2 %**	**Name & Address of Grower and / or Packer:** (if multiple, list in comments/findings column)					
Notes:		**Produce Type:** (if multiple, list in comments/findings column)					

Total Number of Packages in Lot / Consignment: (list separately if multiple commodities)

Package No.	Number of Units	Total Number of Units	Comments/Findings
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
17			
18			
19			
20			
21			

Pass		**Fail**		**Signature of Authorised Inspection Person:**	

Actions resulting from a suspected detection of a quarantine pest

Attachment 4

SPRAY APPLICATION RATE TEST RECORD - ICA61

Date of Test	Produce Type	Time Under Spray (seconds)			Spray Pressure (kpa)	Name of Testing Officer	Comments
		Test 1	Test 2	Test 3			
/ /							
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NOTES

- Spray coverage calibration tests must be carried out immediately prior to commencement of washing and certification of produce, within four weeks of commencement of washing or prior to the Business's compliance audit, and once a month during the season for each produce type being washed.
- Three tests must be carried out. For each test, record the number of seconds an identifiable piece of produce is completely covered with the spray in the normal flow of produce.
- **Adjust the equipment and repeat the test if any of the three tests are below the minimum specified time period for spray coverage.**

Attachment 5

ROLLER BRUSH RATE CALIBRATION RECORD - ICA61

Identity of equipment being calibrated_____

Type of calibration (e.g. annual, monthly or follow-up after repairs)	Date of Test	Produce Type	Time on Brushers (seconds)			Name of Testing Officer	Comments
			Test 1	Test 2	Test 3		
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Attachment 6

HYDRO-COOLER FLOW RATE CALIBRATION RECORD - ICA61

Identity of equipment being calibrated_____

Type of calibration (e.g. annual, monthly or follow-up after repairs)	Date of Test	Total Output (L/min)	Total Spray Area (m^2)	Application Rate	Testing Officer's Name
	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	
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	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	
	/ /			$L/m^2/min$	

NOTES

Calculate the Total Output of the spray equipment by placing a collection vessel under each spray nozzle for a measured time period and determine the volume of output from each nozzle over a one minute period. Total the output (L/min) from each of the nozzles to give the Total Output (L/min).

Calculate the Total Spray Area (m^2) by multiplying the spray area width by the spray area length, the boundary being the line at which the fruit's surface is fully wetted.

Divide the Total Output (L/min) by the Total Spray Area (m^2) to give the Application Rate ($L/min/m^2$) -

Total Output (L/min) ÷ Total Spray Area (m^2) = Application Rate ($L/min/m^2$)

Adjust the equipment and repeat the test if the test shows a spray application rate below the minimum specified requirement.

Attachment 7

HYDRO-COOLING TREATMENT CALIBRATION RECORD - ICA61

Identity of equipment being calibrated_____

Type of calibration (e.g. annual, monthly or follow-up after repairs)	Date of Test	Produce Type	Time for product to move through liquid (minutes)			Name of Testing Officer	Comments
			Test 1	Test 2	Test 3		
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Attachment 8

IMMERSION TREATMENT CALIBRATION RECORD - ICA61

Identity of equipment being calibrated_____

Type of calibration (e.g. annual, monthly or follow-up after repairs)	Date of Test	Produce Type	Time for product to move through liquid (minutes)			Name of Testing Officer	Comments
			Test 1	Test 2	Test 3		
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Attachment 9

WASH TREATMENT DECLARATION FOR CARRIER PRODUCE – ICA61

A Wash Treatment Declaration must be provided to the packer to cover carrier produce delivered for certification under ICA-61 for each load dispatched.

I ..... (print full name)

an **Authorised Signatory** of ..... (print business name)

Interstate Produce (IP) No. **W** ☐☐☐☐

hereby declare that ..... *(no. of packages)* ..... *(type of packages - bins, crates, trays)*

of ..... *(type of produce)* identified by ..... *(package identification)*

delivered to ..... Interstate Produce (IP) No. **W** ☐☐☐☐

on ..... / ..... / ..... *(date)*

for inspection, packing, and certification under the ICA Operational Procedure *Pack-house Washing and Inspection of Tomato-potato psyllid Carrier Produce* [ICA-61] that *(please tick)*

The carrier produce was:

Wash process undertaken *(please tick)*	
☐	hydro-cooled with continuously circulated water for at least 20 minutes
☐	immersed in continuously agitated water containing a food grade surfactant approved by FSANZ at the rates specified on the label for 3 minutes
☐	pressure washed with water under water nozzles with a water pressure above 200kpa (29 psi) for a minimum of 20 seconds
☐	washed with water at 16L/min on rotating roller brushes for a minimum of 30 seconds

and

All carrier produce was securely packed post treatment by one or more of the following methods to prevent contamination with tomato-potato psyllid:

(d) unvented packages;
vented packages with the vents secured with mesh which has a maximum aperture of 0.5 mm; or
wrapping or bagging in sealed plastic sleeves or bags; or
fully enclosed consignments under tarpaulins, hessian, shade cloth, or mesh or other covering which has a maximum aperture of 0.5 mm; or
consignment shrink-wrapped and sealed as a palletised unit; or
fully enclosed or screened buildings, cold-rooms, vehicles (including tautliners in good condition); or
other facilities free from gaps or other entry points greater than 0.5 mm.

The date or dates of wash treatment are;

Date(s) of Wash Treatment .....

I, an authorised Signatory of the accredited business that wash treated the carrier produce described above, hereby declare that the carrier produce has been wash treated in the business's approved facilities in accordance with the business's Interstate 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 Act 2007* to making a false or misleading statement.

Signature ..... Date ..... / ..... / .....

Attachment 10

IDENTIFICATION OF PACKED PRODUCT SAMPLE PACKAGES

Marking Sample Packages After Packed Product Inspection

Following inspection, the Packed Product Controller must -

1. mark one end of each sample package by applying a stamp or sticker with the PPS No. (Packed Product Sample No.) and their initials as shown below;
2. ensure that the PPS No. stamp or sticker is visible on the exposed end of the package when the package is assembled on the pallet.

Stamp or Sticker Design (Example Only)

Completed Stamp or Sticker (Example Only)