

8 NONCONFORMANCES AND SANCTIONS

8.1 Non-conformances

Audits are regularly undertaken to evaluate the effectiveness of implementation of ICA requirements. If, in the opinion of the auditor, there is evidence indicating that there has been a failure to meet one or more accreditation requirements, the auditor may raise a Non-conformance Report (NCR). Actions required to address the non-conformance shall be discussed and recorded on the NCR.

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

8.2 Incident Reports

Incident Reports may be raised by interstate quarantine authorities to report the detection of a non-conformance in produce certified under this ICA arrangement. An investigation into the incident shall be conducted and findings reported back to the originator.

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

8.3 Suspension and Cancellation

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

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

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

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	Harvest and Storage Record	(Blank)
Attachment 3	Harvest and Storage Record	(Completed Example)
Attachment 4	Harvest and Storage Declaration	(Blank)
Attachment 5	Harvest and Storage Declaration	(Completed Example)
Attachment 6	Training Declaration	(Blank)
Attachment 7	Hard Condition Packing Record	(Blank)
Attachment 8	Hard Condition Packing Record	(Completed Example)

Uncontrolled copy

Plant Health Assurance Certificate (EXAMPLE)



Department of Agriculture and Food



Certificate Number: XXXXX

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

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

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

Plant Health Assurance Certificate

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

Consignment Details

Consignor

Name	ABC Pty Ltd
Address	Block Road Perth WA 6000

Consignee

Name	Avocado Agents
Address	Somewhere Road Somewhere SA

Re-consigned To

(Splitting consignments or re-consigning whole consignments).

Name	_____
Address	_____

Certification Details

IP Number	Facility Number	Procedure
W 9999	01	ICA30

Accredited Business That Prepared The Produce

Name	ABC Pty Ltd
Address	Block Road Perth WA 6000

Grower or Packer

Name	ABC Pty Ltd
Address	Block Road Perth WA 6000

Other Facilities Supplying Produce

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Brand Name or identifying marks (As marked on packages)	Date Code (As marked on packages)	Authorisation for Split Consignment
56	Cartons	AVOCADO	ABC AVOCADO	230416	Affix Authorisation Stamp to Split / Re-consignee here

Treatment Details

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

Additional Certification / Codes

GSL02

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 (If Name Printed)	Signature	Date
Joe Bloggs		23/04/2016

HARVEST AND STORAGE RECORD (ICA30)

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

HARVEST AND STORAGE RECORD (ICA30)

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

HARD CONDITIONS PACKING RECORD (ICA30)

I John Smith

(full printed name)

an Authorised Signatory of -

Smith Avocadoes

(Business name),

Interstate Produce (IP) No.

W	9	9	9	9
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hereby declare¹ that the fruit listed below and delivered to –

ABC Pty Ltd

(Business name),

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

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

¹DECLARATION

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

J Smith

6/9/00

Signature

Date

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

HARD CONDITIONS PACKING RECORD (ICA30)

DATE	HARVEST ¹	INSPECTION ²	EMPLOYEE	EMPLOYEE SIGNATURE
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¹DECLARATION- I have undergone instruction as to the ICA-30 requirement for harvesting Avocado's in a hard green condition deliberately detached from Healthy Branches of living trees of the following cultivars: Hass, Lamb Hass, Fuerte, Sharwil and Reed.

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

HARD CONDITIONS PACKING RECORD (ICA30)

BUSINESS NAME: **ABC Pty Ltd**

IP NUMBER: **W 9998**

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

EXAMPLE ONLY