



ICA- 42

Production Nursery Freedom, Treatment and Inspection for Myrtle Rust.

Revision Register

Revision No	Date of Change	Amendments	
		Section	Details
1.0	1 February 2012	All	New ICA procedure

Authorised by: Strategy Leader, Plant Biosecurity Operations **Date:** 1 February 2012

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Disclaimers

The information contained in this publication is based on knowledge and understanding at the time of writing (January 2012). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the Department or the users independent adviser.

Some of the chemical use patterns quoted in this publication are approved under Permits issued by the Australian Pesticides and Veterinary Medicines Authority (APVMA) and in force at the time the publication was prepared. Persons wishing to use a chemical in a manner approved under Permits should obtain a copy of the relevant Permit from the APVMA and must read all the details, conditions and limitations relevant to that Permit, and must comply with the details, conditions and limitations prior to use.

Warning

ALWAYS READ THE LABEL

Users of agricultural (or veterinary) chemical products **must** always read the label and any Permit before using the product and strictly comply with the directions on the label and the conditions of any Permit. Users are not absolved from compliance with the directions of the label or the conditions of the Permit by reason of any statement made or omitted to be made in this publication.

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1. PURPOSE

The purpose of this procedure is to describe:

- (a) the requirements for nursery freedom, treatment and inspection; and
- (b) the responsibilities and practices of personnel;

that apply to live plants of the Myrtaceae family for freedom from myrtle rust under an Interstate Certification Assurance (ICA) arrangement.

2. SCOPE

This procedure covers certification of live plants of the Myrtaceae family for freedom from myrtle rust from a Business operating under an ICA arrangement in New South Wales.

This procedure is applicable where the requirement(s) specified in section 6 is a specified condition of entry of an interstate quarantine authority for live plants of the Myrtaceae family for freedom of myrtle rust.

Certification under this procedure may not fulfil all quarantine entry conditions for all produce to interstate markets. It is the responsibility of the consigning Business to ensure compliance with all applicable quarantine requirements.

Information on intra- and interstate quarantine requirements can be obtained from the Department, Plant Biosecurity unit on (02) 6938 1976.

3. REFERENCES

Work Instruction WI-01 Guidelines for Completion of Plant Health Assurance Certificates

4. DEFINITIONS

In this procedure:

<i>the Act</i>	means the <i>Plant Diseases Act 1924</i> .
<i>approved fungicide</i>	means those fungicides: <ul style="list-style-type: none"> ○ containing chlorothalonil and which contain label instructions relating to treatment of “rust” diseases on ornamentals, and ○ for which the APVMA has issued a permit to treat myrtle rust on plants.
<i>Approved Plant Pathologist</i>	means a person approved by the Accrediting Authority to identify suspect myrtle rust.
<i>APVMA</i>	means the Australian Pesticides and Veterinary Medicines Authority.
<i>Authorised Inspection Person</i>	means a person authorised to conduct inspection on behalf of the Business: <ul style="list-style-type: none"> ○ having been trained in the detection and recognition for symptoms of suspect myrtle rust by completing approved Myrtle Rust Inspection Training (Certificate of Attainment for RTE 40103); and ○ holding a current Authorised Inspection Person certificate issued by the Accrediting Authority; and ○ having their name and signature on a register of Authorised Inspection Persons maintained by the Business.

<i>Authorised Signatory</i>	means a person whose name and specimen signature is provided as an Authorised Signatory on the Business's Application for Accreditation.
<i>authorised person</i>	means an inspector or a person authorised pursuant to section 11(3) of the Act.
<i>block</i>	means an identifiable area of land on which produce is grown and pre-harvest treated as a unit and that is detailed on the property plan.
<i>Business</i>	means the legal entity responsible for the operation of the facility and Interstate Certification Assurance arrangement detailed in the Business's Application for Accreditation.
<i>Certification Assurance</i>	means a voluntary arrangement between the Department of Primary Industries and a business that demonstrates effective in-house quality management and provides assurance through documented procedures and records that produce meets specified requirements.
<i>consignment</i>	means a discrete quantity of plants transported to a single consignee at one time covered by a single PHAC.
<i>Department</i>	means the Department of Primary Industries, New South Wales.
<i>end-point inspection</i>	means the process by which a representative sample is drawn and inspected from the finalised consignment prior to certification.
<i>facility</i>	means the location where produce is assembled, treated, inspected, stored, certified and dispatched.
<i>homogeneous</i>	means plants that are all of the same or similar kind or nature.
<i>in-line inspection</i>	means the process by which a representative sample of packed plants is drawn from a lot and inspected during the processing and packing of the plants.
<i>ICA</i>	means Interstate Certification Assurance, 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.
<i>inspection</i>	means the act of inspecting plants to determine if the entry conditions or requirements for myrtle rust of the importing state or Territory have been met.
<i>inspector</i>	means an inspector appointed under the Act.
<i>Myrtle rust</i>	means the disease caused by the fungal pathogen <i>Puccinia psidii/Uredo rangellii</i> .
<i>Non-conformance</i>	means a failure to fulfil a specified requirement.
<i>Nursery</i>	means all defined areas on a property used to produce, store, handle and dispatch plants for commercial sale within a nursery.
<i>package</i>	means the complete out covering or container used to transport and market plants.
<i>packed product</i>	means: <ul style="list-style-type: none"> ○ for end-point inspection plants that have been packed into their final package; and ○ for in-line inspection plants within a growing container or plants that are bare rooted.
<i>plant(s)</i>	means a living plant of the Myrtaceae family in media or bare rooted.
<i>Plant Health Assurance Certificate (PHAC)</i>	means certification issued by an Authorised Signatory of an accredited Business.

<i>produce</i>	means living plants but excludes seeds, underground parts and dried or processed plant materials.
<i>property</i>	means one or more contiguous parcels of land (lots on plan), owned or leased by a Business, that are managed as a unit and isolated from any other parcel of land owned or leased by the same Business.
<i>symptoms</i>	means indications, such as pustules or spores, that plants are infected with myrtle rust.

5. RESPONSIBILITY

Position titles have been created to reflect the responsibilities which must be met by the Business under the ICA arrangement. These positions must be assigned to trained staff. 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 the ICA accreditation;
- training staff in their duties and responsibilities under this ICA procedure;
- ensuring the Business and staff comply with their responsibilities and duties;
- ensuring the Business has current accreditation for an ICA under this procedure;
- maintaining Certificates of Attainment/current Authorised Inspection Persons certificates and a Register of Authorised Inspection Persons (Attachment 2) for the Business;
- providing and maintaining a property plan;
- maintaining the required inspection facilities and equipment;
- ensuring an inspection of the nursery to verify freedom from myrtle rust symptoms is carried out by an inspector prior to making application for accreditation;
- ensuring actions taken by the Business following the detection of symptoms of suspect myrtle rust are in accordance with this ICA procedure;
- ensuring all certification of produce is carried out in accordance with this procedure; and
- ensuring staff have current training qualifications in the use of chemicals under the requirements of the *Pesticides Regulation 2009* of the *Pesticide Act 1999*, including access to the Material Safety Data Sheets (MSDS).

The **Treatment Operator** is responsible for:

- reading the label and/or permit, and MSDS for the chemical product in use;
- preparing and applying chemical treatments to all host plants certified in accordance with this procedure;
- maintaining treatment equipment; and
- maintaining preparation and treatment records.

The **Authorised Inspection Person** is responsible for:

- inspecting all myrtaceous plants within the accredited nursery for the presence of suspected myrtle rust in accordance with this procedure;
- inspecting all consignments for the presence of suspected myrtle rust prior to dispatch in accordance with this procedure;
- maintaining all myrtle rust inspection records;

- immediately advising the Certification Controller of any detections of suspected myrtle rust within the nursery or during a consignment inspection; and
- taking samples of the plant(s) containing symptoms of suspected myrtle rust for identification.

The **Authorised Signatory** is responsible for:

- signing and issuing the PHAC;
- ensuring that plants certified under the PHAC has been treated in accordance with this ICA procedure and that the details on the certificate are true and correct in every particular.

The **Authorised Dispatcher** is responsible for:

- ensuring all packages covered by a PHAC issued by the Business are identified; and
- maintaining duplicate copies of all PHACs issued by the Business under the procedure.

6. REQUIREMENTS

Produce certified under this procedure must meet the following three (3) requirements:

1. The nursery of origin has been inspected by an Authorised Inspection Person within fourteen (14) days of dispatch and found free from symptoms of myrtle rust;

and

2. All Myrtaceous plants:

- (a) in the consignment must be treated with an approved fungicide within seven (7) days of dispatch; or
- (b) in the nursery must be treated with an approved fungicide within twenty-eight (28) days of dispatch at fourteen (14) day intervals;\

and

3. The consignment must be inspected at the rate of six hundred (600) plants or two percent (2%), whichever is greater, of plants in the consignment and found free from symptoms of myrtle rust.

The Business must use products in accordance with the instructions included on the product's approved permit and label, including any first aid, safety, protection, and storage and disposal directions.

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

Following the treatment requirements in this procedure does not absolve the Business from the responsibility of ensuring that any pesticide run-off is fully contained and managed within the property.

The Department maintains the right to inspect at any time certified produce and to refuse to accept a certificate where the produce is found not conform to specified requirements.

7. PROCEDURE

7.1 Property Plan

The Certification Controller must maintain a Myrtle Rust Property Plan (Attachment 3) for each property on which myrtaceous plants are grown.

The property plan must include a diagram of the nursery layout and clearly show all areas associated with the production of plants. These areas include;

- the location and identification of buildings and growing facilities (i.e. glasshouses, polyhouses, shade houses and growing beds);
- for each location identified on the plan, the name of the location or location code used to identify the location;
- sources of propagation material such as mother stock beds;
- staging (potting), packing and storage facilities;
- media preparation and storage facilities;
- treatment, preparation, inspection and dispatch facilities;
- road access including street names; and
- internal roadways.

A copy of the property plan(s) must be included with the Business's Application for Accreditation.

7.2 Myrtle Rust Freedom Verification

The Certification Controller must ensure that the nursery is inspected by an inspector and found free of myrtle rust symptoms prior to initial accreditation being granted. A copy of the inspection report supplied by the inspector, including the date of inspection, must accompany the Business's Application for Accreditation.

The property may be inspected by an inspector at the Business's annual compliance audit to ensure the property continues to be free of the disease.

7.3 Inspection Facilities and Equipment

The Certification Controller must maintain the following inspection facilities and equipment:

- a designated consignment inspection area;
- a hand lens, microscope or other device that provides at least X10 magnification for the observation of suspected symptoms of myrtle rust;
- reference illustrations and photographs for identification of suspect myrtle rust symptoms; and
- equipment for collecting suspect specimens of plants showing suspect symptoms consistent with myrtle rust including:
 - new paper bags,
 - wire or plastic bag ties,
 - new sealable plastic bags,
 - secateurs or scissors,
 - marker pens (permanent ink),
 - labels,
 - disinfectant, (alcohol based spray, gel or wipes),

- Myrtle Rust sample submission forms (refer section 7.4.2).

7.4 Nursery Freedom Inspection

Nursery freedom inspections may only be conducted by an Authorised Inspection Person.

The Authorised Inspection Person must conduct an inspection of the nursery to verify freedom from myrtle rust symptoms:

- (a) a minimum of fourteen (14) days prior to the dispatch of the plants;
- (b) by visually inspecting all plants of the Myrtaceae family within the entire nursery (as defined on the Property Plan); and
- (c) by examining any plants showing suspect symptoms of myrtle rust under X10 or greater magnification.

7.4.1 Action following detection during inspection

If symptoms of suspect myrtle rust are detected during a nursery inspection, inspection of plants or at any other time, the Authorised Inspection Person must immediately advise the Certification Controller of the detection.

The Certification Control must:

- (a) immediately cease certification of plants under this ICA procedure until advised by the Accrediting Authority, including any plants which have been prepared for consignment under certification but are still remaining on the property;
- (b) immediately contact the Accrediting Authority and advise that suspect myrtle rust symptoms have been detected;
- (c) ensure the Authorised Inspection Person collects and submits a sample of the plant containing the suspect myrtle rust symptoms within 24 hours to an Approved Plant Pathologist for identification; and
- (d) immediately treats all plants with suspect symptoms with an approved fungicide.

The ICA accreditation may be suspended until identification of the sample is complete.

7.4.2 Collection, transport and diagnosis of suspect samples

The Authorised Inspection Person must collect a sample of suspect myrtle rust systems for identification. Advice on how to prepare a sample for submission is available at <http://www.dpi.nsw.gov.au/aboutus/services/das/plant-pests-diseases/sample-preparation>.

The *Plant Disease Diagnosis Request* form is available from the Department's website at <http://www.dpi.nsw.gov.au/aboutus/services/das/plant-pests-diseases>

The Authorised Inspection Person must collect and seal the sample of suspect myrtle rust into a sealable plastic bag with the *Plant Disease Diagnosis Request* form (see Attachment 4 for example), then forward the sample by secured means to an Approved Plant Pathologist within 24 hours of taking the sample.

Following receipt of a diagnosis from the suspect sample, the Certification Controller must immediately contact the Accrediting Authority and advice of the diagnostic result.

If the diagnosis determines that myrtle rust:

- (a) **is not present**, the Business may continue to, subject to the approval of the Accrediting Authority, certify plants in accordance with the requirements of this procedure; or
- (b) **is present**, the Accrediting Authority will immediately suspend the accreditation of the business.

7.4.3 Reinstatement of accreditation after myrtle rust detection

The Business may seek reinstatement of accreditation following a positive detection of myrtle rust by undertaking the following actions:

- (a) complete treatment of all plants within the nursery (as defined on the Property Plan) with an approved fungicide for the treatment of myrtle rust; and
- (b) have the nursery inspected for freedom of myrtle rust symptoms by an inspector 15 days after the nursery treatment has occurred.

Following receipt of a statement from the inspector that the nursery is free from myrtle rust symptoms, the Business's accreditation will be reinstated in writing by the Accrediting Authority.

7.4.4 Nursery freedom inspection records

The Authorised Inspection Person must maintain records of all nursery freedom inspections carried out.

Nursery Freedom Inspection records must be in the form of a Nursery Inspection Record (Attachment 5) or a similar record which captures the same information.

7.5 Treatment of Plants

There may be additional requirements, including records which must be kept, that a Business must meet under the *Pesticides Regulation 2009* of the *Pesticides Act 1999* that are not specified in this ICA Procedure.

The Treatment Operator must use chemical products in accordance with the instructions included on the product's approved label, APVMA permit and this procedure.

All myrtaceous plants must be treated by one of the following methods:

- (a) **Consignment treatment:** Treated with an approved fungicide within seven (7) days of dispatch; or
- (b) **Nursery Treatment:** Treated with an approved fungicide twice within twenty-eight (28) days of dispatch at fourteen (14) day intervals.

7.5.1 Treatment equipment calibration and maintenance

Permanent volume indicator marks must be made on the side of the treatment mixture 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 must include the volume in litres required to fill the tank to that level.

The Treatment Operator regular checks of spray equipment to ensure it continues to operate effectively and remains free from malfunction, blockages, damage or excessive wear.

7.5.2 Treatment mixture preparation chart

The Treatment Operator must maintain a Treatment Preparation Chart (Attachment 6) or similar chart which maintains the same information in close proximity to the treatment mixture preparation area for each treatment application equipment unit used by the Business for treatment under this procedure.

The chart must include the following details:

- the trade name of the concentrate to which the chart applies;
- the name and concentrate of the active ingredient in the concentrate;
- the trade name of the wetting agent used (if required) and the quantity required per litre of treatment mixture;
- the total volume in litres of the spray tank when filled to the maximum mixture level mark;
- the volume in millilitres (mL) of concentrate and wetting agent (if required) required in the mixture when filled to the maximum mixture level mark;
- the volume in millilitres (mL) of concentrate and wetting agent (if required) required in the 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.

A Business that uses a variety of chemical concentrates must prepare a Treatment Preparation Chart for each concentrate used.

7.5.3 *Treatment mixture preparation and application*

The treatment mixture must be prepared at least daily or more frequently as required. The Treatment Operator must:

- (a) using a clean graduated measuring vessel, measure the amount of concentrate required for the required volume of mixture (suitable measuring vessels include graduated plastic or glass measuring cylinders or syringes);
- (b) add the required amount of concentrate to the spray tank in accordance with the manufacturer's directions on the label or APVMA permit;
- (c) add the required amount of commercial wetting agent (if required) in accordance with the manufacturer's directions on the label; and
- (d) fill the mixture tank with clean water to the incremental volume mark or maximum mixture level mark.

The Treatment Operator must ensure that the chemical is completely diluted in all of the water by mixing the tank for a minimum of two minutes before commencing the spray operation. Some equipment may require extended periods of mixing to fully dilute the chemical in the water.

Other ingredients may only be added to the treatment mixture if they are known to be compatible with the approved fungicide and are in accordance with all label or APVMA permit directions.

7.5.4 *Treatment mixture preparation and treatment records*

The Treatment Operator must record details of all treatment mixture preparation and treatment of plants using a Preparation and Treatment Record (Attachment 7) or record which captures the same information.

The Business's treatment record(s) must identify:

- the date of treatment mixture preparation;
- the time of treatment mixture preparation;
- the trade name of the concentrate used;
- volume of concentrate used (millilitres) in the treatment mixture;
- volume of wetting agent used (millilitres) in the treatment mixture;
- the total volume (litres) of the made up treatment mixture;
- the date of treatment;
- the type of plants treated;
- the number of plants treated; and
- the identification of the Treatment Operator.

7.6 Consignment Inspections

Following treatment, plants within each consignment dispatched by the Business must be inspected by an Authorised Inspection Person to verify freedom from suspect myrtle rust symptoms.

The Authorised Inspection Person must ensure plants are inspected for signs of suspect myrtle rust as close as practicable and not more than 48 hours prior to the time of dispatch from the facility. Plants must be inspected individually.

The Authorised Inspection Person must ensure that the samples taken for inspection are representative samples of the whole consignment or lot as described on the Consignment Inspection Record.

Authorised Inspection Persons should take steps to assess workplace health and safety risks associated with the handling and inspection of plants which have been treated with an approved fungicide.

If necessary, the use of appropriate personal protective equipment may be required.

7.6.1 End-point inspection

End point inspection must be conducted after the consignment has been consolidated but prior to certification and dispatch.

Prior to selecting a sample for an end-point inspection, the Authorised Inspection Person must ensure that the entire amount of plants within the consignment or lot is available for inspection.

Each consignment of plants to be certified must be sampled at the rate of:

- (a) A minimum of 2% of the carton count (one in every fifty packages) or part thereof; or
- (b) 600 units,

whichever is the greater. Plants must be selected at random from within the consignment. A minimum of three (3) packages must be selected for inspection.

7.6.2 In-line inspection

In-line may only be performed at facilities where plants are being grown and packed.

For in-line inspections, the Authorised Inspection Person must inspect all plants within a defined inspection area using the appropriate inspection facilities and equipment.

Examples of acceptable methods of identifying an inspection area include:

- Signage on the outer perimeter clearly identifying the inspection area; or
- A barrier system using tape or similar that clearly identifies the inspection area.

A designated inspection may be portable and moved to different areas within the facility as required.

The in-line inspection must involve selection of a sample of plants from a lot, packed on the one day for certification under this procedure. Plants must be sampled at the rate of a minimum of 2% of the carton count (one in every fifty packages or part thereof) or 2% of the total growing units; or 600 units, and be selected at random from the final packed product.

7.6.3 Action following detection during consignment inspection

If suspected myrtle rust symptoms are detected during the consignment inspection, the Authorised Inspection Person must follow the steps outlined in section 7.4.1.

7.6.4 *Inspection records*

The Authorised Inspection Person must maintain records of all myrtle rust inspections. Inspection records should be in the form of a Consignment Inspection Record (Attachment 8) or similar record which captures the same information.

Inspection records must include the following:

- type of plants;
- date of inspection;
- place of inspection;
- type of inspection (in-line or end point);
- rate of inspection (2% or 600 units);
- details of each lot and consignment inspected i.e. package identification (IP No., name and address of grower and packer);
- number of packages sampled;
- number of units sampled in each package;
- total number of units sampled;
- total number of packages in the consignment or lot;
- the inspection results including absence or presence of symptoms of suspect myrtle rust;
- actions taken resulting from detection of suspected symptoms of myrtle rust;
- the number of the Plant Health Assurance Certificate(s) to which the inspection relates;
- the name and signature of the Authorised Inspection Person.

7.7 **Dispatch**

7.7.1 *Package Identification*

The Authorised Dispatcher must ensure that, prior to issuing a Plant Health Assurance Certificate (PHAC), each package intended for certification under this procedure is marked on an outermost side or end surface in indelible, legible and visible characters of at least 5mm, with:

- the Interstate Produce number of the accredited Business;
- the words “MEETS ICA-42”;
- description of the contents indicating Genus and species; and
- the date (or date code) on which the plants were packed;

For plants that are consigned loose and not in packages, identification must conform to one of the following requirements depending on the specified requirements of the importing State or Territory:

- (a) the above information is written on the consignment note or the invoice accompanying the plants and signed and dated by an Authorised Signatory of the business certifying the plants; or
- (b) each plant has a tag or label securely attached to it that includes the above information; or
- (c) the plants are sealed in an enclosed vehicle or container and the seal number (where possible) is included on the assurance certificate accompanying the consignment.

Produce that has not been prepared in accordance with the requirements of this procedure must not be marked as stated above.

7.7.2 Plant Health Assurance Certificates

The Authorised Dispatcher must ensure a PHAC (Attachment 9) is completed and signed by an Authorised Signatory prior to consignment of the certified produce.

Assurance Certificates must be completed, issued and distributed in accordance with the work instruction *WI-01 Guidelines for the completion of Plant Health Assurance Certificates*.

The Business must not issue a PHAC for produce owned by another Business. An individual PHAC must be issued to cover each consignment to avoid splitting of consignments.

Books of pre-printed PHACs are available from Plant Biosecurity, Department of Primary Industries. Upon suspension, cancellation or withdrawal of accreditation, the PHAC book must be returned to the Department.

Each PHAC must include the following:

- (a) in the “Accredited Business that Prepared the Produce’ section, the name and address of the Accredited Business that treated the plants;
- (b) in the ‘Grower or Packer’ section, the name and address of the property on which the plants were grown;
- (c) in the ‘Consignment Details’ section,
 - the number and type of package in the consignment (e.g.: bare rooted plants or potted plants);
 - in the produce type column, the full genus and species name
- (d) in the ‘Treatment’ section, the name of the active constituent for the chemical used and the rate of application per 100 L water; and
- (e) in the ‘Additional Certification’ section the statement “Meets ICA-42”.

7.7.3 PHAC Distribution

The **original** (yellow copy) must accompany the consignment.

The **duplicate** (white copy) must be retained by the accredited Business.

8. ACCREDITATION

In order to become accredited, the *Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement* provided with this document must be signed and returned. The application form includes the terms and conditions applying to this agreement.

8.1 Application for Accreditation

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

8.1.1 Required application documents

A Business may apply for accreditation by lodging a completed application package which must include the following documents:

- A fully completed *Application for Accreditation* form (Attachment 1);
- Proof of business registration;
- Complete Property Plan (refer Section 7.1)

- *Authorised Inspection Person* certificates for each Accredited Inspection Person nominated by the Business;
- Myrtle rust Freedom Verification report from a NSW DPI inspector (refer Section 7.2) for the property

Failure to provide any of the above documentation may result in delays to your application for accreditation.

8.1.2 *Submission of application package*

Application packages must be submitted in hardcopy to:

Certification Records Officer, Plant Biosecurity
NSW Department of Primary Industries
Locked Bag 21, Orange NSW 2800

With prior approval from the Certification Assurance Records Officer, a copy of the application package (inclusive of all documents) forms may be faxed to (02) 6391 3206. The original application documents must be received by this office within 10 working days from receipt of the faxed documents.

Submission of the original documents to the auditor during **an initial audit only** (generally conducted within 4 weeks of initial application) will be considered as received by this office.

8.2 **Training specifications**

Certain staff must have complete specific training, approved by the Department, to undertake key roles within this procedure.

8.2.1 *Authorised Inspection Person*

One or more Authorised Inspection Persons must be trained and accredited as Authorised Inspection persons (AIP). The AIP must have successfully completed an approved training course in the detection and recognition of symptoms of myrtle rust.

Further information about the training course is available from the Department.

8.2.2 *Training records*

The Certification Controller must maintain an individual Authorised Inspection Person Certificate for each person. A register of Authorised Inspection Persons which records the name and specimen signature of each person must be maintained. Only persons with current accredited and on the register are permitted to conduct inspections for the Business under this Procedure.

8.3 **Audit Process**

8.3.1 *Initial Audit*

Prior to accrediting a Business, an authorised person will carry out an initial audit of the Business to verify the ICA system is implemented and capable of operating in accordance with the requirements of the ICA procedure, and the system is effective in ensuring compliance with the specified requirements of the ICA arrangement.

On completion of a successful initial audit, applicants will be granted provisional accreditation and issued a Certificate of Accreditation.

A decision may be made to refuse accreditations under certain circumstances, including:

- incomplete knowledge of the ICA Procedure;

- insufficient management or control to operate the ICA Procedure;
- staff had poor awareness and knowledge of the ICA Procedure; and
- record keeping was deficient.

Where accreditation is refused the applicant will be given written notice stating the reasons for the decision. The Business will be provided the opportunity to appeal the decision by providing, in writing, the grounds for reconsidering the decision to the Strategy Leader, Plant Biosecurity Operations, Department of Primary Industries or delegate.

8.3.2 Compliance Audit

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

Compliance audits are, wherever practical, conducted when the ICA Procedure is in operation.

A compliance audit is conducted:

- (a) within 4 weeks of the initial audit and accreditation or issue of the first PHAC; and
- (b) within 12 weeks of the business applying for reaccreditation; and
- (c) in the case of a Business operating for more than 6 months of a year, between 6 and 9 months after accreditation or reaccreditation.

On completion of a successful initial compliance audit, accreditation is granted up to a maximum of twelve months from the date of provisional accreditation.

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 certified produce, ICA system records or ICA system documentation.

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

8.4 Certificate of Accreditation

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

A Business must maintain a current *Certificate of Accreditation* and make this available on request by an authorised person.

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

8.5 Re-Accreditation

Accredited Businesses are required to re-apply for accreditation each year the Business seeks to operate under the ICA arrangement.

A Business seeking re-accreditation must lodge a renewal application package prior to accreditation lapsing, or if accreditation has lapsed, prior to commencing further certification of produce under the ICA arrangement.

9. RECORDS AND DOCUMENT CONTROL

9.1 ICA System Records

The Business must maintain the following records, or similar which record the same information:

- A copy of the Property Plan

- Authorised Inspection Person register;
- Nursery Inspection records;
- Consignment Inspection records;
- Treatment Preparation Chart;
- Preparation and Treatment records; and
- duplicate copy of each PHAC issued under this procedure.

Records must be retained for at least 12 months from completion or until the next compliance audit, whichever is the latter.

Records shall be made available on request to an Authorised Person.

9.2 ICA System Documentation

The Business must maintain the following documentation:

- A copy of the current endorsed *Application for Accreditation*;
- A current copy of the *ICA Procedure*; and
- A current *Certificate of Accreditation*.

Documentation must be made available on request to an Authorised Person.

10. AUDITING PROCEDURES

10.1 ICA System Audits

The Department reserves the right to audit an accredited Business on all or part of the procedure. At each audit the auditor will check the following:

- the Business has current copies of the Application for Accreditation and ICA Procedure;
- the Certification Controller, Authorised Signatory, Authorised Dispatcher, Authorised Inspection Person and staff understand their responsibilities and have a good knowledge of product specifications;
- the Authorised Inspection Person holds current accreditation by the Department and has completed the required training;
- the current signatories have been authorised by the Department;
- all records associated with this ICA Procedure have been kept, including such records relating to property inspections, treatments and consignment inspections; and
- the ICA arrangement is being operated effectively.

10.2 Non-conformances and Corrective Action Requests

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 and prosecution (refer Section 11).

If a non-conformance is detected during an audit one of the following actions will be taken:

- (a) If a **critical** non-conformance is detected at audit the ICA arrangement can be immediately suspended and state and territory authorities will be informed.

- (b) If a **major** non-conformance is detected a written NCR will be issued and a follow-up audit will be re-scheduled. The ICA Arrangement may be suspended if the problem is not rectified.
- (c) If a **minor** non-conformance is detected, the Business will be issued with a written NCR which must be rectified by the next scheduled audit.

Separate from this audit process, the Department can under certain other circumstances issue to a business a notice of suspension, cancellation, or amendment of an ICA arrangement (refer Section 11).

10.3 Audit reports

The Business will be provided with an audit report for all audits performed. This report will summarise the audit findings and will include any nonconformities detected. Reference to appropriate non-conformance reports will also be included in this report.

11. SANCTIONS POLICY AND CHARGING

11.1 Notice of Suspension or Cancellation of Accreditation

The Department 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 Department;
- Not submitted a completed application form;
- Contravened a requirement that compromises the integrity of the ICA arrangement; or
- Not rectified a non-conformance.

If the Department decides action needs to be taken it will write to the Business at its postal address:

- (a) stating the proposed action and grounds for the proposed action;
- (b) outlining the facts and circumstances forming the basis for the grounds;
- (c) if the proposed action is to suspend or cancel the accreditation; and
- (d) invite the Business to show, within 21 days, why the proposed action should not be taken.

If following consideration of all representations the Department decides to suspend or cancel the ICA arrangement the Business will receive a written notice stating the decision and the reason for the decision and that the Business may write to the Strategy Leader, Plant Biosecurity Operations, Department of Primary Industries providing the reasons why the decision should be reconsidered.

11.2 Immediate Suspension

An immediate suspension of the ICA arrangement is normally only issued at an audit where a critical non-conformance is judged to have occurred.

A critical non-conformance is one, which has, or will compromise the effectiveness of the ICA arrangement.

The auditor at the exit meeting will give notice to the Business in writing that a critical non-conformance has been detected and consequently an immediate suspension will apply. However, before this action can be taken by an auditor, the findings of the audit have to be considered by a senior officer of the Department and authority given by that officer for an immediate suspension of the Business.

Where a decision is made to immediately suspend the Business the auditor will issue the Business with a *Notice of Immediate Suspension of an Interstate Certification Assurance (ICA) Arrangement*, which details the reasons for the immediate suspension of the Business.

Immediate suspension requires the Business to immediately cease consigning produce under the ICA arrangement.

The Business may appeal this decision by writing to the Department, Strategy Leader, Plant Biosecurity Operations, stating the reasons the Business believes are relevant for the reinstatement of accreditation.

11.3 Notice of Suspension, Cancellation and Amendment of an ICA Procedure

If the Department suspends, cancels or amends an ICA procedure, the Business will receive a written notice to that effect.

11.4 Charging Policy

The Business will be charged for all audit and investigation activities. These charges will be based, on the fee for service rates that are applied by the Department for other regulatory services.

The Business will also be charged an administration or renewal fee. Further information on costs is available from the Certification Assurance Records Officer on 02 6391 3732.

12. ATTACHMENTS

- Attachment 1 Application for Accreditation of a Business for an ICA Arrangement
- Attachment 2 Register of Authorised Inspection Persons
- Attachment 3 ICA-42 Myrtle Rust Property Plan
- Attachment 4 Example of a Plant Disease Diagnosis form
- Attachment 5 Nursery Freedom Inspection Record
- Attachment 6 Treatment Preparation Chart
- Attachment 7 Preparation and Treatment Record
- Attachment 8 Consignment Inspection Record
- Attachment 9 Example of a Plant Health Assurance Certificate



Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement

Indicate the type of application being made

- New Renewal Amendment

1. Business Details

(a) Type of Ownership of Business

- Individual Incorporated Company Other
 Partnership Cooperative Association

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

ALL parts of this form must be completed. Failure to complete any section may result in delay to accreditation

(b) Name of Applicant/s (Please print your full name including any given names. For partnerships, print the full name of each partner in their normal order. For incorporated companies and cooperatives, print the full registered name of the organisation.)

--	--

Australian Company Number or Australian Registered Body Number

- ACN ARBN

Companies must provide proof of incorporation by attaching a copy of their Certificate of Incorporation or similar document from the Australian Securities Commission. Cooperative associations must provide a copy of their Certificate of Registration or registration search from the Department of Justice.

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

	ABN	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>
--	-----	---	---	---	---

(d) Postal address of the Business

Postcode		Telephone	()
		Facsimile	()
		Mobile	

(e) Has the business been registered previously for the interstate movement of produce?

- No Yes

If yes, give the business's Interstate Produce (IP) Number

N	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>
---	---	---	---	---	---

(f) Does the business intend to operate this ICA for more than 6 months of this accreditation year?

- Yes No

2. Operational Procedure and Facility Details

(a) Operational Procedure used in this ICA arrangement (refer to list of Operational Procedures)

Reference No.

ICA	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>	<input style="width:20px; height:20px; border:1px solid black;" type="text"/>
------------	---	---

Tick only Part A where there are no parts to the Operational Procedure.

If the Operational Procedure is documented in two or three parts, indicate the part or parts for which you are seeking accreditation.

- Part A Part B

Title of Operational Procedure

--	--

(b) Street address of the facility

Postcode		Telephone	()
		Facsimile	()
		Mobile	

3. Responsible Personnel

	Family Name	Given Name/s	Specimen Signature
Certification Controller			
Back-Up Certification Controller			
Authorised Signatory			
Additional Authorised Signatories			

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

--

5. Interstate Certification Assurance System Records

What records do you maintain to verify that the business is carrying out its responsibilities and duties under the Operational Procedure nominated in Section 2(a)?

We maintain all our records in accordance with the examples provided in the Operational Procedure in Section 2(a).

or We have developed alternative or additional records to those provided in the Operational Procedure in Section 2(a).

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

--

6. Accreditation Conditions

1. For the purpose 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 Diseases Act 1924*.

“**Department**” means the New South Wales Department of Primary Industries.

“**Interstate Certificate Assurance system**” means the processes, equipment personnel and resources used to implement the Operational Procedure nominated in Section 2(a).

“**You**” the applicant/s named in the front of this form.

2. You agree:

- (a) that you have read the Operations Procedure for the ICA nominated in Section 2(a) of this form, and agree to comply with all the requirements contained therein;
- (b) to operate the Interstate Certification Assurance system in accordance with the Operational Procedure as nominated in Section 2(a), and maintain the records specified in Section 5;
- (c) that you 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 or records are stored;
- (d) to allow an inspector to inspect or take samples of any relevant item present on the premises;
- (e) to take all steps to assist an inspector in the conduct of audits including allowing the inspector to interview any employee of the applicant/s in relation to the implementation of the interstate certification assurance system;
- (f) to allow the person/s listed in Section 3 of this application to issue certificates on my behalf;
- (g) that NSW Department of Primary Industries may inform the regulatory authority of the importing state of the details of any non-conformities in the operation of the ICA and withdrawal of your accreditation;
- (h) if your accreditation is cancelled or suspended you must, if requested by NSW Department of Primary Industries, return within 14 days, your certificate or accreditation and any unused Plant Health Assurance Certificates in your possession.
- (i) to pay to the NSW Department of Primary Industries any costs associated with the conduct of audits by an inspector. The applicant will be notified of these costs at the time of accreditation.

You agree to abide by the accreditation conditions above and understand that NSW Department of Primary Industries may withdraw your accreditation according, to the conditions set out in the Sanctions Policy and Charging section of the Operational Procedure, if it reasonably believes that any of the above conditions have been breached.

You agree that all of the information contained in this application is true and correct.

Signature/s	Date/s	Signature/s	Date/s
	/ /		/ /
<input type="checkbox"/> Individual <input type="checkbox"/> Partner <input type="checkbox"/> Company Director <input type="checkbox"/> Sole Director & Company Secretary		<input type="checkbox"/> Partner <input type="checkbox"/> Company Director <input type="checkbox"/> Company Secretary	
	/ /		/ /
<input type="checkbox"/> Partner <input type="checkbox"/> Company Director <input type="checkbox"/> Company Secretary		<input type="checkbox"/> Partner <input type="checkbox"/> Company Director <input type="checkbox"/> Company Secretary	
	/ /		/ /
<input type="checkbox"/> Partner <input type="checkbox"/> Company Director <input type="checkbox"/> Company Secretary		<input type="checkbox"/> Partner <input type="checkbox"/> Company Director <input type="checkbox"/> Company Secretary	

Note: Where the applicant is a corporation, the application **must be signed** by two Directors of the company; or a Director and a Company Secretary of the company; or in the case of a proprietary company that has a sole Director who is also the Company Secretary, that Director. Where the applicants are members of a partnership, each of the partners must sign the declaration.

Privacy Notice under *Privacy and Personal Information Protection Act 1998*

The information provided by your business herewith is being collected by NSW Department of Primary Industries for the purpose of management of the National ICA Accreditation Scheme. It will be used by NSW Department of Primary Industries for accreditation, management and audit of the scheme and may be provided to State and Territory accreditation authorities. You agree the information has been provided voluntarily and is being held on a secure Departmental database. You may access or correct your personal information by contacting the ICA Clerk on telephone number (02) 6391 3732 or by writing to Certification Assurance Records Officer, NSW Dept of Primary Industries, Locked Bag 21, Orange NSW 2800.

Office Use Only

Desk Audit <input type="checkbox"/> Passed
Name (PRINT).....
Signature...../...../.....

ACTION	
Initial Audit <input type="checkbox"/> Date/...../.....	Provisional <input type="checkbox"/> Date/...../.....
Compliance Audit <input type="checkbox"/> Date/...../.....	Active <input type="checkbox"/> Date/...../.....
Name (PRINT).....	Signature...../...../.....

REGISTER OF AUTHORISED INSPECTION PERSONS

Accredited Business Name			IP Number: N	
Date of training	Authorised Inspection Person		Authorisation by Certification Controller	
	Printed Name	Signature	Printed Name	Signature

ICA-42 MYRTLE RUST PROPERTY PLAN

ARRANGEMENT DETAILS

Applicants Name *(as shown on the application form)*

SCOPE OF ARRANGEMENT

Street Address of Property

Real Property Description(s) *(available from Rates Notice)*

PROPERTY PLAN DETAILS

The Property Plan (overleaf) is to include all details specified in the procedure under Section 7.

DECLARATION

I..... *(full printed name)* the

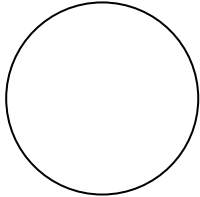
.....*(position in business)* am authorised to sign on behalf of the business and I understand that:

1.
 - (a) a Property Plan must be submitted with the *Application for Accreditation*;
 - (b) an application must be made to amend any of the current details in the *Application for Accreditation* or this Property Plan; and
 - (c) following accreditation, certification can only be issued in accordance with the scope of accreditation detailed in the *Certificate of Accreditation for an Interstate Certification Assurance (ICA) Arrangement* covering the arrangement.
2.
 - (a) the nursery covered by this Property Plan has been inspected by an Authorised Inspection Person on / / and found free of myrtle rust; and
 - (b) a copy of the inspection report is submitted with the *Application for Accreditation*.

.....
Signature

/ /
Date

ICA-42 MYRTLE RUST PROPERTY PLAN



Indicate north

EXAMPLE OF A PLANT DISEASE DIAGNOSIS FORM

Refer to section 7.4.2 of this procedure for further information. Blank forms are available from www.dpi.nsw.gov.au/aboutus/services/das/plant-pests-diseases



Industry & Investment Plant Health Diagnostic Service

Lab no
Date / /
(Write use only)



NATA accredited facility No 14495

Plant disease diagnosis request

✓ PLEASE PRINT CLEARLY *x Running writing leads to errors and delays*

Step 1 Payment authorisation and reporting details

Please note: Diagnostic testing will NOT commence until YOUR complete billing details and authorisation are received

Submitter declaration: (Submitter receives invoice and report) I understand that there is a minimum fee for sample submission and that fees may be greater, depending on the testing required. I agree to accept all charges for this service.

Name Jim Smith Signature [Signature] Date 28/7/2011
Company Big Nursery (If NSW DII staff member: Location _____ WBS _____)
Address 10 Green Rd Town/suburb Nyong P/code 2259
Tel: 02 4572326 Fax: 02 4512323 Mobile 04 3596231
E-mail: bignursery@email.com.au Send report by: E-mail Fax Post

Grower/owner Name Jim Smith Company Big Nursery Requires copy of report
(If different from submitter)
Address 10 Green Rd Town/suburb Nyong P/code 2259
Tel: 02 4512326 Fax: 02 4512323 Mobile 04 3596231

Step 2 What testing do you require?

Please note: Testing time varies from days to weeks, depending on the complexity of the problem and the nature of the tests

- A. Proceed with testing for a complete diagnosis OR Contact submitter to discuss testing requirements or costs
(If no box ticked, then testing for a complete diagnosis is assumed)
- B. Include tests for _____ OR Test ONLY for Myrtle rust
(Suspected disease or pathogen) (Please note: if this box is ticked no other testing will be conducted)

Step 3 supporting information

Please note: If this submission includes multiple samples, attach additional information identifying each sample clearly

Date collected: 28/7/11 Sample locality: _____ Sample site Block 1
(If different from grower/owner) (e.g. block, greenhouse, paddock etc.)
GPS coordinates: System WGS84 GDA94 other _____ SOUTH _____° EAST _____°
Sample name Plant Variety powderpuff Genus Syzygium Species Wilsonii
(eg. soil, water or common name) Lilly Lilly
Symptoms? Spores - yellow in colour leaf twisting
(e.g. leaf spot, dieback, wilt ... of plant part? Attach additional information as necessary)

OR Notes attached Symptoms distribution: Scattered plants Patches Uniform over large area
% crop affected _____ When problem started? _____ Other factors? _____
(e.g. weather events, waterlogging, row spacing, sloping ground ...
... fertilisers, herbicides, fungicides, previous crop) Other laboratories or other NSW DII staff consulted for this problem? No Yes
(If yes, please attach information on who was consulted and what was concluded?)

Step 4 Packing and sending samples

- ✓ Pack samples in sealed containers *x Do not place this submission sheet in contact with the sample*
- x DO NOT* place leaves in contact with plastic wrapping or bags *x Avoid* sending samples over weekends or public holidays
- ✓ Call for packing information OR check our website: www.dpi.nsw.gov.au/aboutus/services/das/plant-pests-diseases
- x Post DOES NOT* deliver to this address; if post is your only option NEVER address samples to individual staff members
- ✓ We cover freight for samples from NSW if you use *our* couriers; call for details
- ✓ Courier (preferred) to: PHDS, EMAI, Industry and Investment NSW, Woodbridge Road, Menangle NSW 2568

FOR FURTHER INFORMATION OR TO CHECK CURRENT PRICES PLEASE CALL 1800 675 821

Test results and findings may be provided to authorised staff and used for statistical, surveillance, extension, certification and regulatory purposes in accordance with Departmental policies. The information assists disease and residue control programs and underpins market access for agricultural products. The source of the information will remain confidential unless otherwise required by law or regulatory policies.

NURSERY INSPECTION RECORD

Business Name:					IP Number: N	
Street Address of Nursery:						
Date of Inspection	Area(s) inspected (as defined in the Property Plan)	Free of myrtle rust?		Comments	Authorised Inspection Person	
		Yes	No		Printed Name	Signature

TREATMENT PREPARATION CHART

Chemical Concentrate (*Trade Name*): _____

Active Ingredient and concentration: _____

Full Tank (Concentrate [mL or g]/Mixture [L])

Full Tank Volume: _____ Litres

Concentrate in Full Tank: _____ mL or 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

PREPARATION AND TREATMENT RECORD

MIXTURE PREPARATION						TREATMENT APPLICATION				
Date and time of preparation and application	Volume/Weight of concentrate (mL of g)	Volume of mixture (L)	Trade name of concentrate	Other adjuvant	Calibrated (Y/N)	Treatment Equipment used	Type of produce	Number treated	Treatment Officer's details	
									Printed name	Signature

CONSIGNMENT INSPECTION RECORD

Date of Inspection:		Lot of PHAC No:	
Place of Inspection:		IP Number:	
Name of Authorised Inspection Person		Name & Address of Grower & Packer: (if multiple, list in comments/findings column)	
Inspection Type <input type="checkbox"/> End-point <input type="checkbox"/> In-line	Inspection Rate <input type="checkbox"/> 600 unit <input type="checkbox"/> 2%		
Total Number of Packaged/units in Consignment: (list separately if multiple commodities)			
Number of units inspected	Total number of units	Plant species and variety	Comments/findings
Pass		Fail	Signature of Authorised Inspection Person:
Actions resulting from a suspected detection of a quarantine pest:			



ORIGINAL (Yellow) – Consignment Copy

DUPLICATE (White) – Business Copy

Certificate Number	
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

All accreditation details must be completed. Please print clearly and initial any alterations

Consignment Details

Consignor	
Name	<input type="text"/>
Address	<input type="text"/>
Consignee	
Name	<input type="text"/>
Address	<input type="text"/>
Reconsigned to: (Splitting consignments or reconsigning whole consignments)	
Name	<input type="text"/>
Address	<input type="text"/>

Certification Details

IP Number	Facility Number	Procedure
N		
Accredited Business that prepared produce (As IP Number above)		
Name	<input type="text"/>	
Address	<input type="text"/>	
Grower(s) (If more than one grower – attach list)		
Name	<input type="text"/>	
Address	<input type="text"/>	

For ICA23 each source property must have current Property/Approval)

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 reconsignment

Treatment Details

Treatment Date	Treatment
/ /	Chemical (Active Ingredient), Concentration, Duration, Temperature
/ /	
/ /	
Additional Certification	
(Apply ICA Stamp here)	

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 Interstate Certification Assurance arrangement and that the details shown above are true and correct in every particular.

Authorised Signatory's Name (Please print)

Signature

Date