



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
2.0	17 October 2017	All	Changes made to align with the <i>Biosecurity Act 2015</i> . Updated definitions, removed details for accreditation, auditing procedures, sanctions policy and charging, and replaced the application form, PHAC and diagnostic form. Updated NSW Department of Primary Industries contact details.

Authorised by: Manager, Plant Product Integrity & Standards

Date 17/10/2017

Controlled:

Uncontrolled:

Disclaimers

The information contained in this publication is based on knowledge and understanding at the time of writing (October 2017). 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 user's independent adviser.

TABLE OF CONTENTS

1.	PURPOSE.....	2
2.	SCOPE.....	2
3.	REFERENCES.....	2
4.	DEFINITIONS.....	2
5.	RESPONSIBILITY	4
6.	REQUIREMENTS	5
7.	PROCEDURE.....	6
7.1	Property Plan.....	6
7.2	Myrtle Rust Freedom Verification	6
7.3	Inspection Facilities and Equipment.....	6
7.4	Nursery Freedom Inspection	7
7.4.1	Action following detection during inspection.....	7
7.4.2	Collection, transport and diagnosis of suspect samples.....	7
7.4.3	Reinstatement of accreditation after myrtle rust detection	7
7.4.4	Nursery freedom inspection records.....	8
7.5	Treatment of Plants.....	8
7.5.1	Treatment equipment calibration and maintenance.....	8
7.5.2	Treatment mixture preparation chart.....	8
7.5.3	Treatment mixture preparation and application	9
7.5.4	Treatment mixture preparation and treatment records.....	9
7.6	Consignment Inspections	10
7.6.1	End-point inspection.....	10
7.6.2	In-line inspection.....	10
7.6.3	Action following detection during consignment inspection	10
7.6.4	Inspection records	11
7.7	Dispatch	11
7.7.1	Package Identification	11
7.7.2	Plant Health Assurance Certificates	12
7.7.3	PHAC Distribution.....	12
8.	RECORDS AND DOCUMENT CONTROL	12
8.1	ICA System Records	12
8.2	ICA System Documentation	13
9.	ATTACHMENTS	13

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 by phoning 1800 084 881 or accessing [Australian Interstate Quarantine](#) web page.

3. REFERENCES

[Biosecurity Act 2015](#)

Further information – NSW DPI [Interstate Certification Assurance](#) web page

Policies – NSW DPI [Policies and procedures - Biosecurity legislation](#) web page

Accreditation of Biosecurity Certifiers

Biosecurity Audit Frequency

Work Instruction – NSW DPI [Interstate Certification Assurance](#) web page

WI-01 Guidelines for Completion of Plant Health Assurance Certificates

4. DEFINITIONS

In this Procedure:

<i>the Act</i>	means the Biosecurity Act 2015 .
<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
	<ul style="list-style-type: none"> ○ 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 Person</i>	means an authorised officer under the Act or a person authorised under a law of another State or Territory that relates to plant biosecurity.
<i>Authorised Signatory</i>	means a person whose name is notified to the Secretary as a person who can issue a biosecurity certificate on behalf of the Business.
<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 accredited as a biosecurity certifier under the Act.
<i>Certification</i>	means a Plant Health Certificate or a Plant Health Assurance Certificate, which verifies that a consignment meets the requirements of an Interstate Certification Assurance Procedure or an interstate quarantine entry requirement.
<i>Certification Assurance Arrangement</i>	means an arrangement that enables a Business or a person authorised under a corresponding law of a State or Territory, to issue a Plant Health Assurance Certificate that meets certain plant health quarantine conditions for trade within the State or between the State and other States and Territories.
<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 NSW Department of Industry – Office of Primary Industries.
<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 Scheme</i>	means a scheme developed by the States and Territories to meet their respective plant quarantine requirements under the Memorandum of Understanding on Interstate Certification Assurance dated 6 August 1999.
<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>Myrtle rust</i>	means the disease caused by the fungal pathogen <i>Puccinia psidii/Uredo rangelii</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>PHAC</i>	means a Plant Health Assurance Certificate that is issued in accordance with the requirements of a Certification Assurance Arrangement.
<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>SDS</i>	means Safety Data Sheet as required by Safework Australia.
<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 Authorised Person 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 2017* of the *Pesticide Act 1999*, including access to the Safety Data Sheets (SDS).

The **Treatment Operator** is responsible for:

- reading the label and/or permit, and SDS 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 Authorised Person and found free of myrtle rust symptoms prior to initial accreditation being granted. A copy of the inspection report supplied by the Authorised Person, including the date of inspection, must accompany the Business's Application for Accreditation.

The property may be inspected by an Authorised Person 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 the NSW DPI laboratory services [collecting and submitting plant or insect samples](#) web page.

The *Plant Health Diagnostic Service Specimen Advice Form* is available from the Department's website at the NSW DPI laboratory services [sample submission](#) web page.

The Authorised Inspection Person must collect and seal the sample of suspect myrtle rust into a sealable plastic bag with the *Plant Health Diagnostic Service Specimen Advice 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 Authorised Person 15 days after the nursery treatment has occurred.

Following receipt of a statement from the Authorised Person 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 50 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 50 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 PHAC(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 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 5 mm, 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 ICA Records Management, Department of Primary Industries, phone 02 6552 3000.

Upon suspension, cancellation or withdrawal of accreditation, the PHAC book must be immediately 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** must accompany the consignment.

The **duplicate** must be retained by the accredited Business.

8. RECORDS AND DOCUMENT CONTROL

8.1 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 4 years from completion.

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

8.2 ICA System Documentation

The Business must maintain the following documentation:

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

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

9. ATTACHMENTS

Attachment 1	Application for Accreditation as a Biosecurity Certifier
Attachment 2	Register of Authorised Inspection Persons
Attachment 3	ICA-42 Myrtle Rust Property Plan
Attachment 4	Example of a Plant Health Diagnostic Service Specimen Advice 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 (PHAC)

APPLICATION FOR ACCREDITATION AS A BIOSECURITY CERTIFIER

A Business seeking to become accredited or renew accreditation for an ICA or CA arrangement must complete and lodge an application for accreditation using the prescribed form and paying the application fee.

The application form can be accessed at:

NSW DPI [Interstate Certification Assurance](#) web page under the heading [Resources](#).

Alternatively, contact ICA Records Management:

Phone: 02 6552 3000

Fax: 02 6552 7239

Email: ica.scheme@dpi.nsw.gov.au

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

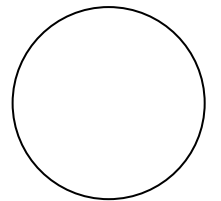
I..... *(full printed name)* the

.....*(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 as a Biosecurity Certifier* 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

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

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:			



Department of
Primary Industries

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

A biosecurity certificate issued under Part 13 of the *NSW Biosecurity Act 2015*
All accreditation details must be completed. Please print clearly and initial any alterations.

Consignment Details

Consignor

Name

Address

State Postcode

Consignee

Name

Address

State Postcode

Reconsigned to: (if applicable)

Splitting consignments, preparing composite lots or reconsigning whole consignments

Name

Address

State Postcode

Certification Details

IP Number Facility Number Procedure

N

Accredited Business that prepared produce

Name

Address

State Postcode

Grower(s) (if more than one grower – attach list)

Name

Address

State Postcode

	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
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Treatment Details

	Treatment Date	Treatment Chemical (Active Ingredient), Concentration, Duration, Temperature
1	/ /	<input type="text"/>
2	/ /	<input type="text"/>
3	/ /	<input type="text"/>
4	/ /	<input type="text"/>

Additional Certification/Codes:

This certificate is valid for 21 days from date of certification

Declaration

I am a person authorised under the *NSW Biosecurity Act 2015* to issue this biosecurity certificate and I hereby certify that the details shown above are true and correct and the procedure(s) listed above have been completed.

Full name

Signature

Date

Note: A person who provides false or misleading information on a biosecurity certificate is guilty of an offence under the Act. Such action could result in a penalty infringement notice or prosecution. The maximum penalty for an individual is \$1,100,000, and the maximum penalty for a corporation is \$2,200,000. This information is collected by the collecting agency identified in this form in relation to its functions under the Biosecurity Act 2015. This agency/ies and the NSW Department of Industry may use and disclose this information as reasonably necessary for the purpose of performing biosecurity risk functions under, or reasonably contemplated by, the Biosecurity Act 2015.