CA-16

TREATMENT OF CITRUS, FORTUNELLA OR PONCIRUS FOR CITRUS RED MITE

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>CA-16</th>
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<tbody>
<tr>
<td>VERSION</td>
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</table>

**AUTHORISED BY**
Manager, Plant Product Integrity & Standards

**ISSUED BY**
Primary Industries, Biosecurity & Food Safety

**AUTHORISED DATE**
23/06/2017

**EFFECTIVE DATE**
01/07/2017

**REVISION HISTORY**

<table>
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<th>VERSION</th>
<th>DATE</th>
<th>SECTION</th>
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<tr>
<td>1.0</td>
<td>27/10/2014</td>
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<td>New Procedure</td>
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<tr>
<td>1.1</td>
<td>1/12/2014</td>
<td>6</td>
<td>Change to chemical mixture to clarify dilution rate</td>
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<td></td>
<td></td>
<td>7.1</td>
<td>“approved facility” changed to “accredited business”</td>
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<td>Attachment 1</td>
<td>“Grower name” changed to “Business name”</td>
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<td>1.2</td>
<td>12/01/2016</td>
<td>6</td>
<td>Host produce must be treated in the previous 12 months</td>
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<td>2.0</td>
<td>23/6/17</td>
<td>All</td>
<td>Changes made to align with the Biosecurity Act 2015. Updated definitions, removed details for accreditation, auditing procedures, sanctions policy and charging, and replaced the application form and PHAC. Updated NSW Department of Primary Industries contact details</td>
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**NEXT REVIEW DATE:**
01/07/2018
Disclaimers

The information contained in this Procedure is based on knowledge and understanding at the time of writing (June 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.
PROCEDURE

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1. PURPOSE
The purpose of this Procedure is to describe:

(a) the operation and principles; and
(b) the responsibilities and actions of personnel;

that applies to the treatment of host produce, under a Certification Assurance (CA) arrangement.

2. SCOPE
This Procedure covers all certification of host produce from a Business operating under a CA arrangement in New South Wales.

Pest: Citrus Red Mite (Panonychus citri).

Product: Citrus, Fortunella and Poncirus, including budwood for propagation, and potted plants.

Location: Northumberland and Cumberland Counties, New South Wales.

3. REFERENCES

Biosecurity Act 2015


Accreditation of Biosecurity Certifiers

Biosecurity Audit Frequency


WI-01 – ‘Guidelines for Completion of Plant Health Assurance Certificates’

4. DEFINITIONS

In this Procedure:

Act means the Biosecurity Act 2015

APVMA means the Australian Pesticides and Veterinary Medicines Authority.

Authorised Person means an authorised officer under the Act or a person authorised under a law of another State or Territory that relates to plant biosecurity.

Authorised Signatory means a person whose name is notified to the Secretary as a person who can issue a biosecurity certificate on behalf of the Business.

Business means the legal entity accredited as a biosecurity certifier under the Act.

Certification Assurance Arrangement means a CA 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.

consignment means a discrete quantity of plants transported to a single consignee at one (1) time covered by a single PHAC.

Department means the NSW Department of Industry– Office of Primary Industries.

dip means full immersion in a diluted chemical mixture.
drench means to wet thoroughly by immersion or falling liquid to the point of saturation.

facility means a location where produce is assembled, inspected, securely stored, certified and dispatched.

host produce means Citrus, Fortunella and Poncirus plants, including budwood for propagation, and potted plants

ICA Scheme 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.

non-conformance means a failure to fulfil a specified requirement.

plant means living plants and parts of plants but excludes seeds, fruit, underground parts and dried or processed plant materials.

PHAC means a document known as a Plant Health Assurance Certificate that is issued in accordance with the requirements of a Certification Assurance Arrangement.

property means one (1) 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.

5. RESPONSIBILITY

Position titles have been created to reflect the responsibilities which must be met by the Business under the CA 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 CA Procedure;
- training staff in their duties and responsibilities under this CA Procedure;
- ensuring the Business and staff comply with their responsibilities and duties;
- ensuring all certification of host produce is carried out in accordance with this Procedure;
- ensuring the Business holds current accreditation under this CA.

The Treatment Operator is responsible for:

- maintaining a current calibration certificate for treatment equipment;
- preparation, safe use and disposal of treatment mixtures;
- applying treatment to all lots of host produce within the interval specified prior to dispatch;
- maintaining preparation and treatment records; and
- maintaining treatment equipment.

The Authorised Dispatcher is responsible for:

- ensuring all packages covered by a PHAC are identified; and
- maintaining copies of each PHAC issued.

The Authorised Signatory is responsible for:

- signing and issuing the PHAC; and
• ensuring that host produce certified under the PHAC has been treated in accordance with this CA Procedure and that the details on the certificate are true and correct in every particular.

6. REQUIREMENT

**Pesticides Act 1999**

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 CA Procedure.

All host produce certified under this Procedure shall be treated in accordance with the following requirements:

(a) treated in the previous 12 months with a mixture containing 25 mL of 18 g/L of Abamectin per 100 L water; and
   (i) 30 mL of 500 g/L of Clofentezine per 100 L water; or
   (ii) 5 mL of 200 g/L of Amitraz per 100 L water; and
(b) applied as a two (2) minute dip for budwood; or
(c) applied to all the above ground parts of bare-rooted or potted plants as a
   (i) drenching spray; or
   (ii) dip.

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 host 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 host produce and to refuse to accept a certificate where the host produce is found not to conform to specified requirements.

7. PROCEDURE

7.1 Facility plan

The Certification Controller must maintain a Facility Plan (Attachment 2) for the accredited Business.

The Facility Plan must include a diagram of the facility layout and clearly show all areas associated with the treatment, segregation, storage and consignment of host produce, including non-host produce. These areas include:

(a) the location and identification of buildings and facilities (i.e., loading docks, host produce receival areas, and segregated storage areas); and
(b) for each location identified on the plan, the name of the location or location code used to identify the location; and
(c) road access including street names; and
(d) internal roadways.

A copy of the Facility Plan must be included with the Business’ Application for Accreditation.

If any changes occur to the facility plan information, a new Facility Plan must be submitted to the Certification Assurance Records Officer.

7.2 Preparation chart

The Business shall maintain a Mixture Preparation Chart (Attachment 3) or similar record in close proximity to the Mixture Preparation area at the time of making up the cover spray mixture.
Calculate the volumes of concentrate for the maximum mixture level and each of the incremental volumes marked on the spray tank and record these on the Mixture Preparation and Treatment Record (Attachment 4).

A chart shall be prepared for each treatment used by the Business for cover spraying under this Procedure.

The chart shall provide the following details:

(a) the name of the Chemical concentration; and
(b) the total volume in litres (L) of the spray tank when filled to the maximum mixture level mark; and
(c) the volume in millilitres (mL) of concentrate required to achieve the required mixture when filled to the maximum mixture level mark; and
(d) the volume in millilitres (mL) of concentrate required to achieve the required mixture for any known incremental volumes used; and
(e) the printed name and signature of the person responsible for the chart’s preparation and the date of preparation.

7.3 Preparation and treatment record

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

The treatment Operator shall refer to the Mixture Preparation Chart (Attachment 3) to determine the amount of concentrate required to make up the desired quantity of spray mixture.

7.4 Preparing the treatment mixture

The Treatment Operator shall:

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

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

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

7.4.1 Liquid concentrate

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

Suitable measuring cylinders include graduated plastic or glass measuring cylinders or syringes.
7.4.2 **Wetting agent**

All spray treatments to be applied with wetting agent at the manufacturers label rate to attain 100% coverage, to the point of run-off. Follow the label instructions for the compatible product recommended, and record amounts in the Mixture Preparation Chart (Attachment 3).

7.5 **Treatment**

The Treatment Operator shall ensure that:

- (a) a fresh mixture is prepared for each day that treatment is to be applied; and
- (b) treatment is to commence and finish within the interval specified as a requirement for that treatment prior to scheduled dispatch; and
- (c) all treatments are performed in the designated treatment area; and
- (d) all host produce remains in the treatment area for the duration of the treatment.

7.6 **Drench spray treatment**

7.6.1 **Spray tank volume calibration**

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

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

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

The person conducting the calibration test must be approved to do so.

An example Treatment Calibration Record is shown as Attachment 5.

7.6.2 **Drench spray equipment maintenance**

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

7.6.3 **Method of drench spraying**

The Treatment Operator must ensure that drench spraying equipment is designed and operated to ensure the entire surface of the host produce is sprayed to attain 100% coverage, to the point of run-off.

All surfaces of the host produce must be in contact with the spray mixture either by rotating the host produce as it passes under the spray or, through designing the spray system to ensure complete coverage of the host produce as it passes through the spray.

7.7 **Dip treatment**

Host produce should be clean before dipping to avoid fouling the dip mixture and restricting or reducing contact of the chemical with the host produce surface.

7.7.1 **Manual immersion**

The Treatment Operator must ensure all host produce is placed into appropriate dipping containers.

These containers must be made from a material that allows adequate circulation of the dipping mixture over and around the host produce. For example, plastic crates, wooden slatted or open metal bulk bins or perforated plastic buckets may be used.

Place the containers into the dip, ensuring that host produce is fully immersed and host produce does not float from containers. A mesh lid or other device may be required to ensure all host produce remains fully immersed during dipping.
Remove the container from the dip and allow the treatment mixture to drain from the container. Repeat the process until all host produce has been treated.

7.7.2 Mechanical host produce feeding

The Treatment Operator must ensure mechanical host produce feed equipment is designed and operated to ensure the host produce is fully immersed and host produce does not float from containers. Operation of equipment and volume of host produce feeding through the dip must be carefully monitored by the Treatment Operator to ensure the host produce is fully immersed.

7.8 Disposal of the dip mixture

The treatment facility must have the facilities to dispose of the dip mixture in a manner consistent with the requirements of the Office of Environment and Heritage and Local Government Authorities. Dispose of spent treatment solutions in a waste pit at least 50 metres away from streams, drains, ponds, channels, wells, boreholes or watercourses. Ensure it is disposed of at least two (2) metres above any groundwater, in a location that is not affected by erosion or flooding. For light soil areas it is recommended to add compost, sawdust or peat to the disposed liquid.

7.9 Post treatment security and identification

7.9.1 Security

All treated host produce must be held post treatment in a designated treatment area which is physically isolated from untreated host produce.

7.9.2 Identification

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

7.10 Dispatch

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

The Authorised Dispatcher shall ensure that only that meets the requirements has been certified.

7.10.1 Package identification

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

(a) the Interstate Produce (IP) number of the accredited Business; and
(b) the words “MEETS CA-16”; and
(c) the date (or date code) on which the host produce was packed; and
(d) description of the contents indicating Genus and species; and
(e) be completed prior to the issuance of a PHAC by the Business under this Procedure.

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

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

- the above information is written on the consignment note or the invoice accompanying the plants and signed and dated by an Authorised Signatory; or
- each plant has a tag securely attached that includes the above information; or
- sealed in an enclosed vehicle or container and the seal number is included in the ‘Brand Name or Identifying Marks’ section of the PHAC accompanying the consignment.
7.11 Plant Health Assurance Certificates

The Authorised Dispatcher shall ensure a PHAC is completed and signed by an Authorised Signatory of the Business prior to the consignment of the host produce.

PHACs and shall include:

(a) in the ‘Accredited Business that Prepared the Produce’ section – the name and address of the Accredited Business that treated the host produce; and
(b) in the ‘IP No. of Acc Business’ section – the IP No. of the Accredited Business that treated the plants; and
(c) in the ‘Type of Produce’ column, the full Genus and species name.

The PHAC shall include a description of each category of host produce in the consignment including full Genus and species name and the number of lines in the category.

Where there is insufficient room to list each category of host produce, an attached list should be used and securely attached to each copy of the PHAC. Please ensure the certification section is signed and completed.

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.

7.11.1 PHAC distribution

The original (yellow copy) must accompany the consignment.

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

8. RECORDS AND DOCUMENT CONTROL

8.1 CA system records

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

(a) Mixture Preparation Chart; and
(b) Mixture Preparation and Treatment Record; and
(c) Calibration Certificate; and
(d) a copy of each PHAC issued under this Procedure.

Records must be retained for at least 4 years.

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

8.2 CA system documentation

The Business must maintain the following documentation:

(a) a current copy of the CA arrangement; and
(b) 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 Facility Plan CA-16
Attachment 3 Mixture Preparation Chart
Attachment 4 Mixture Preparation and Treatment Record
Attachment 5 Treatment Calibration Record
**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:


Alternatively, contact ICA Records Management:

Phone: 02 6552 3000
Fax: 02 6552 7239
Email: ica.scheme@dpi.nsw.gov.au
FACILITY PLAN – CA-16

Business Name: 

Property Address: 

The facility plan is to include the following:

(a) the location and identification of buildings and facilities including:
   (i) the location and identification of buildings and facilities (i.e., loading docks, host produce receival areas, and segregated storage areas); and
   (ii) for each location identified on the plan, the name of the location or location code used to identify the location; and
   (iii) road access including street names; and
   (iv) internal roadways

(b) for each location identified on the plan, the name of the location or location code used to identify the location; and

(c) road access including street names; and

(d) internal roadways.

Complete the following details for each location shown on the Facility Plan:

<table>
<thead>
<tr>
<th>Reference Code or No. on Plan</th>
<th>Location name (eg Cold room)</th>
<th>Size</th>
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ATTACHMENT 2
FACILITY PLAN – CA-16

Indicate North
MIXTURE PREPARATION CHART

Concentrate (*Trade Name*): ________________________________________________

Mixture Application Rate: ________________________________________________

Mixture Rate (mL): ______________________________________________________

**Full Tank (Concentrate [mL] / Mixture [L])**

Full Tank Volume: ______________________________________________________ Litres

Concentrate in Full Tank: ______________________________________________ mL

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

___________________ mL Concentrate / _____________ Litres Mixture

___________________ mL Concentrate / _____________ Litres Mixture

___________________ mL Concentrate / _____________ Litres Mixture

___________________ mL Concentrate / _____________ Litres Mixture

___________________ mL Concentrate / _____________ Litres Mixture

___________________ mL Concentrate / _____________ Litres Mixture

___________________ mL Concentrate / _____________ Litres Mixture

Prepared by: ___________________ ___________________ __________________

Printed Name  Signature  Date
# MIXTURE PREPARATION AND TREATMENT RECORD

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<th>IP Number: N</th>
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## MIXTURE PREPARATION

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<tr>
<th>Date and time of preparation and application</th>
<th>Volume of concentrate (mL)</th>
<th>Volume of mixture (L)</th>
<th>Trade name of concentrate</th>
<th>Other adjuvant</th>
<th>Calibrated (Y/N)</th>
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## TREATMENT APPLICATION

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<tr>
<th>Treatment Equipment used</th>
<th>Type of produce</th>
<th>Number treated (block or Ha)</th>
<th>Baiter’s Name</th>
<th>Signature</th>
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# TREATMENT CALIBRATION RECORD

<table>
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<th>EQUIPMENT CALIBRATED</th>
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<tbody>
<tr>
<td>Name and Address of Owner of Equipment:</td>
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<tr>
<td>Type of equipment: (e.g. boom spray)</td>
</tr>
<tr>
<td>Brand:</td>
</tr>
<tr>
<td>Model:</td>
</tr>
<tr>
<td>Serial No.:</td>
</tr>
<tr>
<td>Other Identification:</td>
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</table>

<table>
<thead>
<tr>
<th>TESTING DETAILS</th>
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<tbody>
<tr>
<td>Name and Address of the Business Conducting the Test:</td>
</tr>
<tr>
<td>Date of Testing:</td>
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<tr>
<td>Type of Flow Meter:</td>
</tr>
<tr>
<td>Date of Latest Calibration:</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>CALIBRATION RESULTS</th>
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<tbody>
<tr>
<td>Maximum Mixture Level Volume (litres):</td>
</tr>
<tr>
<td>Incremental Volumes (litres) (as marked on the spray tank):</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CERTIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>The spray mixture tank on the equipment described above has been calibrated in the normal filling position using a calibrated flow meter. Volume indicator marks have been clearly marked on the tank with the volume in litres required to fill the tank to that level.</td>
</tr>
</tbody>
</table>

________________________  __________________________  /
Printed Name  Signature  Date
## 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

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
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<tbody>
<tr>
<td></td>
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</tr>
<tr>
<td>State</td>
<td>Postcode</td>
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### Certification Details

<table>
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<tr>
<th>IP Number</th>
<th>Facility Number</th>
<th>Procedure</th>
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<tbody>
<tr>
<td>N</td>
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</table>

### Accredited Business that prepared produce

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>State</td>
<td>Postcode</td>
</tr>
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</table>

### Grower(s) (If more than one grower – attach list)

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>State</td>
<td>Postcode</td>
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</tbody>
</table>

### Reconsignment (If Applicable)

<table>
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<tr>
<th>Name</th>
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<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>State</td>
<td>Postcode</td>
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</table>

### Number of Packages

<table>
<thead>
<tr>
<th>Number of Packages</th>
<th>Type of Packages (e.g., trays, cartons)</th>
<th>Type of Produce</th>
<th>Brand Name or Identifying Marks (If Marked on Packages)</th>
<th>Date Code (As Marked on Packages)</th>
<th>Authorization for Reconsignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>2</td>
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<tr>
<td>4</td>
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</tr>
</tbody>
</table>

### Treatment Details

<table>
<thead>
<tr>
<th>Treatment</th>
<th>Date</th>
<th>Chemical (Active Ingredient), Concentration, Duration, Temperature</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>/</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>/</td>
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<tr>
<td>3</td>
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<tr>
<td>4</td>
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</tr>
</tbody>
</table>

### Additional Certification/Codes:

[Blank space for additional information]

### 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.

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**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 $110,000, and the maximum penalty for a corporation is $220,000. This information is collected by the collecting agency identified in this form in relation to its functions under the Biosecurity Act 2015. This agency is 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 to, the Biosecurity Act 2015.