ICA-17

RECONSIGNING WHOLE OR SPLIT CONSIGNMENTS AND TRANSPORTING OF CERTIFIED PRODUCE

NUMBER ICA17                          VERSION 5.0

AUTHORISED BY Manager, Plant Product Integrity & Standards

AUTHORISED DATE 23/06/2017            EFFECTIVE DATE 01/07/2017

ISSUED BY Primary Industries, Biosecurity & Food Safety

REVISION HISTORY

<table>
<thead>
<tr>
<th>VERSION</th>
<th>DATE</th>
<th>AMENDMENTS</th>
<th>SECTION</th>
<th>DETAILS</th>
</tr>
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<tbody>
<tr>
<td>1.0</td>
<td>19 Sep 2003</td>
<td>All</td>
<td>All</td>
<td>New ICA procedure</td>
</tr>
<tr>
<td>1.1</td>
<td>22 Dec 2003</td>
<td>Pages 6, 14-17</td>
<td>All</td>
<td>Whole document reformat, Section 6 updated to reflect 2006 decision</td>
</tr>
<tr>
<td>2.0</td>
<td>25 Jan 2007</td>
<td>All</td>
<td>All</td>
<td>Whole document reformat, amendments in line with updated protocol July 2013; add Consignment Reconciliation Records requirements.</td>
</tr>
<tr>
<td>3.0</td>
<td>8 Dec 2010</td>
<td>All</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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<td>4.0</td>
<td>30 Jan 2014</td>
<td>All</td>
<td>All</td>
<td>All pages reformatted. 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>
</tr>
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<td>21 Jun 2017</td>
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<td>All</td>
<td>All pages reformatted. 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>
</tr>
</tbody>
</table>

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 splitting a consignment or reconsigning an original consignment of produce covered by a certificate under an Interstate Certification Assurance (ICA) arrangement.

2. SCOPE

This Procedure covers all splitting of consignments and reconsigning of original consignments of certified produce covered by a Business operating under an ICA arrangement in New South Wales.

A certified consignment can be covered by:
- a certificate issued by an Authorised Person (Plant Health Certificate); or
- a certificate issued by a Business operating under an ICA arrangement (Plant Health Assurance Certificate).

This Procedure is not intended for use by the Business that prepared the produce. If the Business that prepared the produce is deciding on the destination of parts of a consignment, separate certificates must be issued at the time of certification.

It is the responsibility of the Business consigning the produce to ensure compliance with all applicable quarantine requirements.

Information on intrastate and interstate quarantine requirements can be obtained by phoning 1800 084 881 or accessing [http://www.interstatequarantine.org.au/](http://www.interstatequarantine.org.au/).

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**.

**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.
<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certification</td>
<td>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.</td>
</tr>
<tr>
<td>Certification Assurance Arrangement</td>
<td>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.</td>
</tr>
<tr>
<td>certified produce</td>
<td>means covered by a valid Plant Health Certificate or Plant Health Assurance Certificate.</td>
</tr>
<tr>
<td>Consignee</td>
<td>means the person or Business to whom the produce is initially consigned following certification and who will be responsible for deciding the next destination of the produce if it is reconsigned or split.</td>
</tr>
<tr>
<td>Consignor</td>
<td>means the person or Business responsible for deciding the first destination of the produce after it leaves the place of certification.</td>
</tr>
<tr>
<td>Department</td>
<td>means the NSW Department of Industry – Office of Primary Industries.</td>
</tr>
<tr>
<td>facility</td>
<td>means a location where produce is assembled, inspected, securely stored, certified and dispatched.</td>
</tr>
<tr>
<td>ICA Scheme</td>
<td>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.</td>
</tr>
<tr>
<td>non-conformance</td>
<td>means a failure to fulfil a specified requirement.</td>
</tr>
<tr>
<td>original consignment</td>
<td>means the whole or intact consignment as it left the original place of certification.</td>
</tr>
<tr>
<td>PHAC</td>
<td>means a Plant Health Assurance Certificate that is issued in accordance with the requirements of a Certification Assurance Arrangement.</td>
</tr>
<tr>
<td>PHC</td>
<td>means a Plant Health Certificate that is issued by an Authorised Person.</td>
</tr>
<tr>
<td>prepared</td>
<td>means subjected to a chemical or physical disinfestation treatment or graded to meet a condition requirement.</td>
</tr>
<tr>
<td>reconsign</td>
<td>means forwarding original consignments or sub-consignments on to another person or Business after the original consignment.</td>
</tr>
<tr>
<td>Reconsignee</td>
<td>means the person or Business to which the produce is next consigned after the original consignment.</td>
</tr>
<tr>
<td>Splitting a consignment</td>
<td>means the act of dividing an original consignment into sub-consignments for the purpose of;</td>
</tr>
<tr>
<td>sub-consignment</td>
<td>means the part of the original consignment that is being split from the original consignment.</td>
</tr>
</tbody>
</table>
original consignment.

sub-consignment certificate means a Plant Health Assurance Certificate for a sub-consignment issued by a Business accredited under this Operational Procedure

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.

Certification Controller is responsible for:

- ensuring the Business and its staff comply with their responsibilities and duties under this Procedure;
- representing the Business during audits and other matters relevant to ICA Procedure;
- training staff in their duties and responsibilities under this Procedure;
- ensuring the Business has a current accreditation for an ICA arrangement covering reconsigning whole or splitting consignments of certified produce;
- maintaining all original PHCs and copies of sub-consignment certificates for all split consignments and reconsigning of whole consignments.

The Authorised Signatory is responsible for:

- ensuring original consignments are split and sub-consignment certificates prepared and issued in accordance with Section 6.2 Splitting Consignments.

6. REQUIREMENTS

Only a business which has been accredited under this Procedure may reconsign a whole consignment of certified produce, or split a consignment of certified produce and issue sub-consignment certificates, for movement to intrastate or interstate markets requiring quarantine certification.

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

6.1 Reconsigning original consignments

Note: The following actions may only be undertaken by an Authorised Signatory of the accredited Business.

When reconsigning whole consignments, certificates accompanying the produce are to be reconciled against the packages intended for consignment to verify date code, package markings, and to ensure certificate completion is accurate. The original certificate must be amended/endorsed as indicated below and must accompany the consignment (refer Appendix 2 and Appendix 3).

(a) Reconsigned to:

(i) in the case of a PHC, cross out the original Consignee on the PHC and write the new Consignee next to it; and

(ii) in the case of a PHAC, insert the name and address of the Reconsignee in the box provided on the PHAC.

(b) Authorisation for reconsigning:

Insert the signature of the Authorised Signatory reconsigning the consignment and the date of reconsignment with a stamp that includes:

(i) the name of the accredited business;

The Department and interstate quarantine authorities maintain the right to inspect, at any time, certified produce and to refuse to accept a certificate where produce is found not to conform to specified requirements.
(ii) the address of the facility;
(iii) the Interstate Produce (IP) number of the accredited business;
(iv) the words “MEETS ICA-17”.

6.1.1 Distribution of Certificate

- The original amended certificate must accompany the consignment to the interstate or intrastate business to which it is reconsigned.
- A photocopy of the amended/endorsed original must be made prior to dispatch and retained by the accredited Business for at least 4 years.

6.2 Splitting consignments

A valid reason must be needed for a Business to split a consignment. Valid reasons can include:

- sending parts of an original consignment to different consignees; or
- transporting sub-consignments on different vehicles or via different transport methods to the same consignee.

Normally businesses such as transport operators or wholesalers who are redirecting produce to different consignees or destinations will be eligible for accreditation under this Procedure.

Note: The following actions may only be undertaken by an Authorised Signatory of the accredited Business.

When splitting consignments, certificates accompanying the produce are to be reconciled against the packages intended for consignment to verify date code, package markings, and to ensure certificate completion is accurate. Photocopy the original certificate to prepare one (1) or more sub-consignment certificates (refer Appendix 4 and Appendix 5).

Amend each photocopy of the original certificate so that it shows the following sub-consignment details:

(a) Reconsigned to:
   (i) in the case of a PHC (issued by an Authorised Officer), cross out the original Consignee on the PHC and write the new Consignee next to it; and
   (ii) in the case of a PHAC, insert the name and address of the Reconsignee in the box provided on the PHAC.

(b) Number of packages:
   (i) cross out the number of packages in the original consignment; and
   (ii) insert the number of packages in the sub-consignment under the crossed out number of packages in the original consignment.

(c) Authorisation for split consignment:

Insert the signature of the Authorised Signatory splitting the consignment and the date of reconsignement with a stamp that includes:

   (i) the name of the accredited business;
   (ii) the address of the facility;
   (iii) the Interstate Produce (IP) number of the accredited business; and
   (iv) the words “MEETS ICA-17”.

A photocopy of each amended sub-consignment certificate must be made prior to dispatch and retained by the accredited Business for 4 years.
6.2.1 Distribution of Certificate

- The amended sub-consignment certificate must accompany the consignment to the interstate or intrastate Business to which it is reconsigned.
- The original certificate must be retained by the Business for at least 4 years.

6.3 Secondary wholesalers

Secondary wholesalers who purchase part of an original consignment from another wholesaler for on-sale to a market requiring certification should obtain a sub-consignment certificate from the original Consignee (the first wholesaler) addressed to them (the secondary wholesaler) as the Reconsignee (refer Section 6.2).

When reconsigning or splitting the sub-consignment, the sub-consignment certificate supplied by the original Consignee shall be treated as an original certificate and the procedures detailed in Section 6.1 and Section 6.2 apply.

Place the Reconsignee’s name and address and the authorising stamp and signature in any vacant area on the form as close as possible to the alteration.

6.4 Consignment reconciliation records

The business shall maintain a Consignment Reconciliation Record or records which capture the same information (refer Attachment 6).

The Business’ Consignment Reconciliation Record which must identify:

- the PHC or PHAC Number accompanying the consignment; and
- verification that the date code on packages is recorded on the certificate; and
- if applicable, verification the certification sufficient to meet plant quarantine entry conditions for the intended destination state; and
- verification results and follow-up action by the Authorised Signatory; and
- the number of withdrawn or rejected packages; and
- the Authorised Signatory’s name and signature.

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. RECORDS AND DOCUMENT CONTROL

7.1 ICA system records

The Business must maintain the following records:

(a) a copy of any amended original certificate where whole original consignments have been reconsigned; and
(b) the original certificate for all split consignments; and
(c) a copy of each sub-consignment certificate issued.
(d) A copy of the Work Instruction WI01 ‘Guidelines for Completion of Plant Health Assurance Certificates’.
(e) Consignment reconciliation records.

Records must be retained for at least 4 years from completion.
Records shall be made available on request to an Authorised Person.

7.2 ICA system documentation
The Business must maintain the following documentation:
(a) a current copy of the ICA Procedure; and
(b) a current Certificate of Accreditation.
Documentation must be made available on request to an Authorised Person.

8. ATTACHMENTS
Attachment 1 Application for Accreditation as a Biosecurity Certifier
Attachment 2 Example of a completed PHAC – Reconsigning (refer Section 6.1)
Attachment 3 Example of a completed PHC – Reconsigning (refer Section 6.1)
Attachment 4 Example of a completed PHAC – Splitting (refer Section 6.2)
Attachment 5 Example of a completed PHC – Splitting (refer Section 6.2)
Attachment 6 Consignment Reconciliation Record
Attachment 7 Plant Health Assurance Certificate
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
**Plant Health Assurance Certificate**

**Accreditation Details** (all accreditation details must be completed)

<table>
<thead>
<tr>
<th>IP Number</th>
<th>Facility No.</th>
<th>Arrangement Code</th>
<th>Expiry Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>N 4 0 4 2</td>
<td>- 0 1 I C A 1 1</td>
<td></td>
<td>10 / 12 / 2011</td>
</tr>
</tbody>
</table>

**Consignment Details** (Please PRINT clearly and initial any alterations)

**CONSIGNOR**
- **Name**: Bloggs Bananas
- **Address**: 259 Ocean Way, Coffs Harbour 2450

**CONSIGNEE**
- **Name**: Banana Wholesalers
- **Address**: Sydney Markets, Flemington 2129

**RECONSIGNED TO** (Splitting or reconsigning whole consignments)
- **Name**: Banana Benders
- **Address**: Melbourne Markets, Melbourne 3000

**METHOD OF TRANSPORT** (Provide details where known)
- **Road**: Vehicle Details, Reg No. ABC400
- **Rail**: Consignment No.
- **Air**: Airline/Flight No.

**Certification Details**
- **Accredited Business that prepared produce (AS IP # above)**
  - **Name**: Bloggs Bananas
  - **Address**: 259 Ocean Way, Coffs Harbour 2450

**GROWER(S) (If more than one grower – attach list)**
- **Name**: Bloggs Bananas
- **Address**: 259 Ocean Way, Coffs Harbour 2450

**BRAND NAME OR IDENTIFYING MARKS (As marked on packages)**
- **Bloggs Bananas**

<table>
<thead>
<tr>
<th>No of Packages</th>
<th>Type of Packages (e.g. trays, cartons)</th>
<th>Type of Produce</th>
<th>Authorisation for Re-Consignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 Cartons</td>
<td>Banana Wholesalers N3000</td>
<td>Sydney Markets</td>
<td></td>
</tr>
</tbody>
</table>

**DATE CODE(S) (As marked on packages)**
- **24/03/2011**

**No of Packages**
- **50**

**Type of Packages**
- **Cartons**

**Type of Produce**
- **Bananas**

**Date**
- **24/03/2011**

**Treatment**
- **Dipping**
- **Flood Spraying**
- **Non-recirculated Spray**
- **Heat Treatment**
- **Infield treatment of stonefruit (ICA21)**
- **Cold treatment (ICA07)**
- **Others (specify)**

**Chemical (Active Ingredient)**
- **Dimethoate**
- **Fenthion**
- **Methyl Bromide**

**Concentration**
- **400ppm**
- **412.5ppm**
- **3 g/m³**

**Duration and Temperature**
- **One min. 10 sec. then wet for 60 sec.**
- **12 seconds then wet for 60 seconds**
- **Two hours @ C°**
- **Min. @ C°**

**Additional Certification**
- **MEETS ICA 16**

**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)**
- **John Bloggs**

**Signature**
- **John Bloggs**

**Date**
- **24/03/2011**

---

**ATTACHMENT 2 – example of completed PHAC for reconsigning**
## PLANT HEALTH CERTIFICATE

**Name and Facility Address of Exporter:**

<table>
<thead>
<tr>
<th>Bloggs Banana</th>
<th>259 Ocean Way, Coffs Harbour</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State</strong></td>
<td>NSW</td>
</tr>
<tr>
<td><strong>Post Code</strong></td>
<td>2450</td>
</tr>
</tbody>
</table>

**Declared Name and Facility Address of Consignee:**

<table>
<thead>
<tr>
<th>Banana Wholesalers, Sydney Markets, Flemington</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State</strong></td>
</tr>
<tr>
<td><strong>Post Code</strong></td>
</tr>
</tbody>
</table>

### IP No.

<table>
<thead>
<tr>
<th>Date Code (as marked on packaging)</th>
<th>Number of Packages</th>
<th>Package Type (eg, carton, bale, tray)</th>
<th>Name and Address of Grower and or Packer</th>
<th>Distinguishing Marks</th>
<th>Regulation / Treatment Details</th>
<th>Accreditation Code(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>24/03/2011</td>
<td>50</td>
<td>Cartons</td>
<td>Bloggs Banana 259 Ocean Way, Coffs Harbour</td>
<td>Bloggs Banana</td>
<td>Hard green condition without broken skin</td>
<td></td>
</tr>
</tbody>
</table>

**Additional Declaration or Re-consignment / Split Consignment Details:**

Banana Benders, Melbourne Markets, Melbourne 3000

**Inspector Declaration:** I have read and understood the import conditions of entry of the receiving state for the product(s) listed above.

<table>
<thead>
<tr>
<th>Name of Authorised Officer</th>
<th>Place Certified</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Officer</td>
<td>Coffs Harbour</td>
<td>24/03/2011</td>
</tr>
</tbody>
</table>

**Signature:**

A Officer

**Contact Phone No:**

Valid for 21 days from date of certification

© Industry & Investment NSW

White Original - Consignment Copy; Yellow - Exporter's Copy; Blue - Inspector's Copy

Print Form  Reset Form

NSW2010-04-08

---

**ATTACHMENT 3 – example of completed PHC for reconsigning**

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Banana Wholesalers N3000
Sydney Markets
Flemington 2129
Meets ICA-17
Authorised: John Wholesaler, Date: 26/3/11
### Plant Health Assurance Certificate

#### Accreditation Details

<table>
<thead>
<tr>
<th>IP Number</th>
<th>Facility No.</th>
<th>Arrangement Code</th>
<th>Expiry Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>N 4 0 4 2</td>
<td>0 1 I C A 1 1</td>
<td></td>
<td>10/12/2011</td>
</tr>
</tbody>
</table>

**ORIGINAL** (Yellow) – Consignment Copy  
**DUPLICATE** (White) – Business Copy

#### Consignment Details

<table>
<thead>
<tr>
<th>CONSIGNOR</th>
<th>CONSIGNEE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name</strong></td>
<td><strong>Name</strong></td>
</tr>
<tr>
<td>Bloggs Bananas</td>
<td>Banana Wholesalers</td>
</tr>
<tr>
<td><strong>Address</strong></td>
<td><strong>Address</strong></td>
</tr>
<tr>
<td>259 Ocean Way</td>
<td>Sydney Markets</td>
</tr>
<tr>
<td>Coffs Harbour 2450</td>
<td>Flemington 2129</td>
</tr>
</tbody>
</table>

#### RECONSIGNED TO

<table>
<thead>
<tr>
<th><strong>Name</strong></th>
<th><strong>Address</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Banana Benders</td>
<td>Melbourne Markets</td>
</tr>
</tbody>
</table>

#### METHOD OF TRANSPORT

- **Road**: Vehicle Details, Reg No. **ABC400**  
- **Rail**: Consignment No.  
- **Air**: Airline/Flight No.

#### Certification Details

- **Accredited Business that prepared produce (AS IP # above)**: Bloggs Bananas  
- **Address**: 259 Ocean Way  
  Coffs Harbour 2450

- **GROWER(S) (If more than one grower – attach list)**: Bloggs Bananas  
  Address: 259 Ocean Way  
  Coffs Harbour 2450

#### BRAND NAME OR IDENTIFYING MARKS

- Bloggs Bananas

#### No of Packages

<table>
<thead>
<tr>
<th>Type of Packages</th>
<th>Type of Produce</th>
<th>Authorisation for Re-Consignment</th>
</tr>
</thead>
</table>
| 25 Cartons       | SPLIT CONSIGNMENT | Banana Wholesalers N3000  
  Sydney Markets  
  Flemington 2129  
  Meets ICA-17 |

#### Date of Treatment

<table>
<thead>
<tr>
<th>Date</th>
<th>Treatment</th>
<th>Chemical (Active Ingredient)</th>
<th>Concentration</th>
<th>Duration and Temperature</th>
</tr>
</thead>
<tbody>
<tr>
<td>24/03/2011</td>
<td>Dipping</td>
<td>Dimethoate</td>
<td>400ppm</td>
<td>One min. 1 sec. then wet for 60 sec.</td>
</tr>
<tr>
<td></td>
<td>Dipping</td>
<td>Fenthion</td>
<td>412.5ppm</td>
<td>One min. 1 sec. then wet for 60 sec.</td>
</tr>
<tr>
<td></td>
<td>Flood Spraying</td>
<td>Dimethoate</td>
<td>400ppm</td>
<td>12 seconds then wet for 60 seconds</td>
</tr>
<tr>
<td></td>
<td>Flood Spraying</td>
<td>Fenthion</td>
<td>412.5ppm</td>
<td>10 seconds then wet for 60 seconds</td>
</tr>
<tr>
<td></td>
<td>Non-recirculated Spray</td>
<td>Fenthion</td>
<td>412.5ppm</td>
<td>10 seconds then wet for 60 seconds</td>
</tr>
<tr>
<td></td>
<td>Fumigation</td>
<td>Methyl Bromide</td>
<td>g/m²</td>
<td>Two hours @ C°</td>
</tr>
<tr>
<td></td>
<td>Heat Treatment</td>
<td>Hot Air</td>
<td>Min. @ C°</td>
<td></td>
</tr>
</tbody>
</table>

#### Additional Certification

**MEETS ICA 16**

#### 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**

**John Bloggs**  
**John Bloggs**  
24/03/2011

---

**Certificate Number**: 11111

**ATTACHMENT 4** – example of completed PHAC for splitting
## PLANT HEALTH CERTIFICATE

### Name and Facility Address of Exporter
- **Bloggs Banana**
  - 259 Ocean Way, Coffs Harbour
  - NSW 2450

### State
- NSW

### Declared Name and Facility Address of Consignee
- **Banana Wholesalers, Sydney Markets, Flemington**
  - NSW 2129

### IP No. (if known) | Date Code (as marked on packaging) | Number of Packages | Package Type (eg. carton, bnl, trap) | Item | Name and Address of Grower and or Packer | Distinguishing Marks | Regulation / Treatment Details | Accreditation Code(s)
---|---|---|---|---|---|---|---|---
24/03/2011 | 50 | Cartons | Bananas | Bloggs Banana 259 Ocean Way, Coffs Harbour | Bloggs Banana | Hard green condition without broken skin |  |

### Additional Declaration or Re-consignment / Split Consignment Details
- Banana Benders, Melbourne Markets, Melbourne 3000

### Inspector Declaration: I have read and understood the import conditions of entry of the receiving state for the product(s) listed above
- **A Officer**
  - Coffs Harbour
  - 24/03/2011

### Banana Wholesalers N3000 Sydney Markets Flemington 2129
- Meets ICA-17
- Authorised: John Wholesaler
  - Date: 26/3/11

---

**ATTACHMENT 5 – example of completed PHC for splitting**
## Consignment Reconciliation Record

<table>
<thead>
<tr>
<th>Business Name:</th>
<th>N</th>
<th>Record No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHC or PHAC No.(s)</td>
<td>Date code on package matches certificate Y/N</td>
<td>Consignment meets state Quarantine Entry Conditions Y/N</td>
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</tbody>
</table>
# 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>
<th>State</th>
<th>Postcode</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consignor</td>
<td></td>
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</tbody>
</table>

## Certification Details

<table>
<thead>
<tr>
<th>IP Number</th>
<th>Facility Number</th>
<th>Procedure</th>
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</tbody>
</table>

**Accredited Business that prepared produce**

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

**Reconsigned to:** *(if applicable)*

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

**Splitting consignments, preparing composite lots or reconsigning whole consignments**

<table>
<thead>
<tr>
<th>Splitting consignments</th>
<th>Preparing composite lots</th>
<th>Reconsigning whole consignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Address</td>
<td>State</td>
</tr>
<tr>
<td>-----------</td>
<td>---------</td>
<td>-------</td>
</tr>
<tr>
<td>Grower(s) <em>(if more than one grower – attach list)</em></td>
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</tbody>
</table>

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

## Treatment Details

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

## Additional Certification/Codes:

### Declaration

This certificate is valid for 21 days from date of certification.

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>
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<tbody>
<tr>
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</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 $1,100,000, and the maximum penalty for a corporation is $5,500,000. This information is collected by the collecting agency identified in this form in relation to its functions under the **Biosecurity Act 2015**. This agency’s 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**.