

Fruit Fly Host Produce

PS-08: Compliance Agreement
Version 5.0

REVISION REGISTER

Date of Issue	Amendment Details
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01/03/2004	Second Issue Review & change to format/departmental name and reference to possible prosecutions
21/04/2005	Third Issue Review & Update
09/06/2005	Fourth Issue: Review & Update of information on audit levels. Addition of Attachment 20, update of Attachment 9, 11 & 13.
25/07/2005	Fourth Issue, Rev 1: Inclusion of the Organic Plant Health Declaration under section 7.5, and as Attachment 21.
30/11/2005	Fourth Issue, Rev 2: Update of section 7.7.
20/12/2007	Version 5.0: general review including - non-conforming produce (7.1.2), split consignments (7.3), organic produce (7.5), produce for processing (7.6); amend attachments 9, 11, 13

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1. Purpose

This compliance agreement (CA) enables a business importing fruit fly host produce from affected areas to verify certification of consignments at their premises without transporting the material to the Department of Primary Industries (DPI) for verification.

2. Scope

This manual covers importation and verification procedures for host produce of the pests Queensland fruit fly and Mediterranean fruit fly.

3. References

Plant Health and Plant Products Act 1995 (the Act)

Plant Health and Plant Product Regulations 2006

Victorian Plant Quarantine Manual

4. Definitions

Accredited Business	means a business accredited by the DPI to operate under this agreement.
Approved Inspection Service	means a person or body approved by the Secretary under S51A of the Act
Approved Premises	means the locations or premises nominated by the business for verification purposes.
Audit	means the verification activity for evaluation of conformance or non-conformance with accreditation requirements.
Authenticated Copy	means a copy of a certificate provided where the original has been lost. The PHAC must be signed and dated by the authorised signatory and endorsed with the words "This is a true copy of the original". A PHC must be faxed from an interstate department of agriculture office (with the fax header indicating the sender).
Business	means the legal entity responsible for the operation of the facility and arrangement detailed in the application for accreditation.
Consignment	means a discrete quantity of packages consigned to the one business at the one time covered by a single Plant Health Assurance Certificate or Plant Health Certificate.
Host produce	means any plant part which may be a host of Queensland fruit fly and Mediterranean fruit fly.
Interstate Certification Assurance (ICA)	means a system of certifying produce as meeting the quarantine requirements of another State or Territory.

Inspection Agent	means a principal or employee of an Approved Inspection Service.
Inspector	means a person authorised as an inspector under the Act.
Plant Health Assurance Certificate (PHAC)	means certification issued by an Authorised Signatory of a business that has been accredited by the department responsible for agriculture in another state or territory.
Plant Health Certificate (PHC)	means a certificate issued by an officer of an authority responsible for agriculture in another state or territory.
Split Consignment Certification	means the certification accompanying a consignment that has been split during transit, into smaller sub-consignments.
Verification	means having consignments checked by an Approved Inspection Service or an Authorised Inspector of DPI for correct certification.

5. Responsibilities

These position titles are used to reflect the responsibilities of staff under the arrangement. They may not be present in all businesses, or different titles may be used for staff who carry out these responsibilities. In some businesses one person may carry out the responsibilities of more than one position.

The **Management Representative** is responsible for ensuring that:

- the business is accredited and all locations where verification occurs are listed on the application;
- staff abide by the CA;
- staff are trained in, and are familiar with, the requirements of this agreement;
- records required by this agreement are retained;
- suppliers are informed of certification requirements; and
- the business is represented at all major audits.

The **Certification Controller** (and deputies) is responsible for:

- acting as the main contact with Inspectors;
- ensuring that produce containing suspect fruit fly is held for identification;
- ensuring receivals are segregated until verified;
- checking consignments for certification;
- keeping copies of certificates and receipt records for auditing purposes;
- isolating material not meeting certification and labelling requirements and informing the DPI;
- overseeing the release of conforming produce;
- ensuring that amendments are inserted into the CA manual; and
- being available at all audits.

6. Background

6.1. Declared Fruit Flies and Host Produce

There are two fruit flies of economic significance which are found in Australia - Queensland fruit fly and Mediterranean fruit fly (see Attachment 10). These attack a wide range of produce (see Attachment 11) and are endemic in many parts of Australia (see Attachment 12).

6.2. Treatments

Host produce must be treated, prior to the arrival of the consignment in Victoria, in accordance with conditions detailed in the Victorian Plant Quarantine Manual.

All consignments must be free of fruit fly infestation (larvae, eggs and adults).

6.3. Area Freedom

Host produce (Attachment 11) received from production districts, for which an Area Freedom Certificate is in place, is not required to be accompanied by a PHC or PHAC, except when an outbreak has occurred, and except where consigned into the Greater Sunraysia Pest Free Area.

6.3.1. Greater Sunraysia Pest Free Area

All host produce consigned into the Greater Sunraysia Pest Free Area (PFA) must be accompanied by a PHC or PHAC, except if grown and packed in an adjacent PFA.

6.4. Certification

6.4.1. Format

Certification must be a:

- Plant Health Assurance Certificate (see example, Attachment 1);
- Plant Health Certificate (see example, Attachment 2).

6.4.2. Details

Certificate details must include:

- Grower or packer name and address;
- produce type and quantity;
- Interstate Produce Number (PHACs);
- brand name or identifying marks;
- treatment details and treatment code;
- date packed/dispatched or date code (PHACs, PHDs);
- the signature of the inspector (PHCs) or Authorised signatory (PHACs, PHDs); and
- date issued

6.5. Packaging

6.5.1. Specifications

The Act requires packages, including bins, to be new or reconditioned to appear as new.

6.5.2. Labelling

The Act requires packages, including bins, to be labelled or marked with:

- name and postcode of the town nearest to the locality where the commodity was grown; and
- type of the produce.

Additional requirements for product certified under an ICA program include:

- the Interstate Produce (IP) number of the business that packed the produce;
- the words "MEETS ICA-##"; and
- the date (or date code) on which the produce was treated or packed.

NOTE: "#" is the number of the ICA procedure under which the fruit was treated (Attachment 9).

7. Receival

7.1. Verification

Produce must not be offered for sale until verification activities have been completed.

A business must not verify produce consigned to any other business.

Upon receival of each consignment of fruit fly host produce, the Certification Controller must:

- check for the presence of certification. Each consignment must be accompanied by certification that is original and uniquely numbered. If an original certificate is not provided with the consignment at the time of arrival, the consignment must be segregated and not sold, and an authenticated copy obtained. However, if the original or an authenticated copy is not obtainable, Plant Standards must be notified immediately;
- check for certificate authenticity;
- check on split consignment certification (see 7.3). A split (or sub) consignment certificate may be accompanied by a 'split consignment certificate' (see Attachment 4). The certificate should be altered and endorsed by an accredited business or an Authorised Inspector. All alterations and endorsements must only be an original imprint or in original ink;
- check certification details for correctness. Ensure all certificate details are complete and correct and have been signed by an Authorised Inspector or Authorised Signatory;
- check for alterations on the certification. Alteration of any details on the certificate should be endorsed by the Authorised Signatory who originally signed the certificate;
- check on consignment contents and package condition. Ensure all packages are new or as new, and the quantity of packages and type of produce matches that on the certificate;
- check package markings. Ensure packages are labelled as specified (see 6.5.2). If package marking are incomplete or absent, Plant Standards must be notified immediately;

- check for fruit fly. Check for evidence of fruit fly infestation in certified consignments (eg existence of very soft and damaged fruit, sting marks on the skin and signs of larvae activity). If suspected fruit fly infestation, Plant Standards must be notified immediately;
- stamp the certificate and initial, date and circle either pass or fail;
- record the consignment details in the Produce Receival Record; and
- file the certificate(s) for audit purposes.

7.1.1. Release of Consignments

The Certification Controller may release consignments once verification activities are complete.

7.1.2. Non-conforming Produce

Consignments must be segregated from other produce and immediately labelled with “Hold for Verification” tape when received:

- without certification;
- with incorrect certification;
- with a suspected infestation;
- with incorrect labelling (see 6.5.2)-

If the consignment is not accompanied by certification the Certification Controller can contact the supplier and seek an authenticated copy. The consignment cannot be released for sale until a certificate is obtained.

If an authenticated certificate cannot be obtained, or there is a suspected infestation, Plant Standards must be notified immediately.

If packages are incorrectly labelled the business must contact Plant Standards immediately. The business may be advised by Plant Standards, take steps to provide correct labelling.

7.2. Consignments Re-entering Victoria

Produce from Victoria that has been sent to an area where fruit fly is endemic, eg. Sydney and Brisbane Markets must be re-certified prior to re-entering Victoria.

Produce from Tasmania and other fruit fly free areas, if sent to Victoria via endemic infested areas, such as the Brisbane and Sydney Markets, must also be re-certified.

7.3. Split Consignments

7.3.1. Background

An entire consignment which is covered by one certificate may be split into smaller sub-consignments. Original certification can be amended under an ICA accreditation (ICA 17) or by an Authorised Officer, and can accompany the sub-consignment.

7.3.2. Certificates

Each certificate accompanying a sub- consignment (see Attachment 4) must provide the:

- name and address of the consignee;
- the number of packages in the sub-consignment;
- signature of the Authorised Signatory;
- date of reconsignment and stamp on the copy. The stamp must include name and IP Number of the accredited business, address of the facility and the words "SPLIT CONSIGNMENT".

7.4. Reconsigning Produce

7.4.1. Certified Produce

Before reconsigning certified produce to another business, the Certification Controller must ensure that consignments meet all entry requirements, and verification activities have been completed.

7.4.2. Uncertified Produce

Before reconsigning uncertified produce to another business, the Certification Controller must contact Plant Standards and comply with the instructions given by an Inspector.

Note: Plant Standards does not take responsibility for costs incurred in the reconsignment of produce to the grower/supplier, or interstate markets without fruit fly restrictions.

7.5. Organic Produce

Organic produce may be imported provided:

- produce is grown by an organic grower who is registered or certified by an AQIS approved organic body;
- a permit is obtained from Plant Standards;
- import conditions are addressed (Attachments 14 and 15).

7.6. Produce for Processing

7.6.1. Consignments of QFF Host Produce

QFF host produce may be imported without treatment, for the purposes of processing only, providing specified import conditions are addressed (Attachment 13).

7.6.2. Consignments of MFF Host Produce

All MFF host produce for processing grown in or consigned from an MFF infested area must be treated and certified as specified in the Victorian Plant Quarantine Manual.

8. Administration

8.1. Accreditation

8.1.1. Application

A business seeking accreditation must contact Plant Standards at least 10 working days prior to the intended date of commencement of receipt of produce.

The business will receive an Application for Accreditation, an Authorised Signatory Application, two Legal Agreements and this CA Manual. A business shall apply for accreditation by lodging the completed documentation (Application for Accreditation, Authorised Signatory Application and two Legal Agreements) and the accreditation fee with Plant Standards (refer to [8.4](#)).

8.1.2. Approval of Accreditation

Once accredited, the business will be provided with an endorsed Application for Accreditation, Authorised Signatory Applications and Legal agreement, a Certificate of Accreditation, verification stamp and Hold for Verification tape.

The Certificate of Accreditation, verification stamp and Hold for Verification tape remain the property of Plant Standards and must be returned immediately in the event of cancellation of accreditation.

If there are changes in ownership or other accreditation details during the accreditation, Plant Standards must be informed immediately by the business. A change of ownership will require the new owner to apply for an accreditation.

8.1.3. Training

Upon acceptance of the Application for Accreditation, Plant Standards will request that key personnel be trained to perform the functions described in this manual.

Training is undertaken by Plant Standards at a time convenient to both parties. At the end of the training session, the business is given the Register of Key Personnel (Attachment 5) to complete.

8.1.4. Audit Process

Initial Audits

Upon approval of accreditation and successful training, the business is placed on fortnightly audits (Level 2) in order for Plant Standards to monitor its initial performance under the CA.

Upon successful completion of the initial monitoring level, the business will be progressed to monthly auditing (Level 3) (refer Attachment 8).

Compliance Audits

Compliance audits are conducted regularly to verify that the business is continuing to operate in accordance with the requirements of the CA. The auditing level, and thus the frequency, is dependent upon the performance of the business operating under the CA (Attachment 8), and may be altered at the discretion of Plant Standards. A compliance audit may be waived in the event that there have been no receipts since the previous compliance audit.

A business must inform Plant Standards in the event of ceasing operations.

Random / Unannounced Audits

Random audits may be conducted on a selected number of accredited businesses each year. These may take the form of a full compliance audit, or audits of scope limited to certified material, system records or system documentation.

Unannounced audits may be conducted at any time to investigate a reported or suspected non-conformance.

Re-Accreditation

Accredited businesses are required to re-apply for accreditation each year the business seeks to operate by completing an application form and paying accreditation fees for continuation of the arrangement.

8.2. Audit and Non-conformance Reports

Following each audit, a report will be completed to summarise the audit findings. The original report will be issued to the business and a copy held on file by the auditor.

8.2.1. Types of Non-conformances

Non-conformances are categorised into three types: critical, major and minor (see examples Attachment 17).

A critical non-conformance relates to a failure by the business to carry out operational and documentation procedures that are crucial to the effectiveness of the system.

A major non-conformance is one that compromises the integrity of the system and is likely to increase the risk of a breakdown in procedures.

A minor non-conformance is one which does not compromise the effectiveness of the procedure but which varies sufficiently or is omitted from the documented procedure so as to be of concern.

8.2.2. Action upon Detection of Non-conformances

(a) Critical Non-conformances

The confirmation of a critical non-conformity may result in intensive auditing of the CA (regression to Level 1 auditing), suspension or cancellation of accreditation or the instigation of other verification arrangements as determined by Plant Standards. It will also lead to an investigation and possible prosecution of the business for being in breach of the Act.

(b) Major Non-conformances

Detection of a major non-conformance will result in regressing one or more audit levels (refer to Attachment 8) and may lead to suspension of the CA until the problem is investigated and rectified. Advice on corrective action shall be offered and if the problem is not rectified the non-conformance may be deemed critical and result in the instances listed above. It may also lead to an investigation and possible prosecution of the business if in breach of the Act.

(c) Minor Non-conformances

Minor non-conformances shall be detailed in the audit report. Corrective action shall be followed up at subsequent audits. Repeated minor non-conformances of a similar nature may result in the issue of a major non-conformance in subsequent audits resulting in the instances listed above.

8.3. Loss of Accreditation

If in the opinion of the Inspector any non-conformance identified during an audit may seriously compromise the integrity of the operational procedure, the business will be liable for suspension or cancellation of accreditation.

If accreditation is suspended or cancelled, the business is responsible for arranging verification of consignments and certification by an Inspector at the Plant Standards Centre, Regional DPI office, or at the business' premises (for which a fee is payable).

Notice of any suspension or cancellation of the Agreement will be given in writing to the business. The business may cancel the Agreement by writing to the Manager, Plant Standards.

Failure to renew accreditation by submitting a completed application form and or submitting payment of the annual accreditation fee will result in the cancellation of accreditation.

8.3.1. Appeal

The business may appeal any decision by writing to the Manager, Plant Standards stating reasons for the appeal, within the time period detailed on the notice of suspension or cancellation.

8.4. Charging Policy

The business will be charged an annual accreditation fee. This fee may be waived if other accreditations are held by the business.

A fee will be charged for all scheduled audits. Unannounced audits will not be charged.

8.5. System Records

The business shall maintain the following records:

- Plant Health Certificates;
- Plant Health Assurance Certificates;
- Register of Key Personnel;
- Produce Receipt Records.

Records shall be retained for a period of not less than 36 months. These records shall be made available on request of an Inspector.

8.6. System Documentation

The business shall maintain the following documentation:

- A copy of the current Application for Accreditation;
- Legal Agreement;
- A copy of this CA manual;
- A current Certificate of Accreditation.
- Authorised Signatory Application Forms;

These documents shall be made available on request of an Inspector.

9. Attachments

Attachment 1	Plant Health Assurance Certificate (example)
Attachment 2	Plant Health Certificate (example)
Attachment 3	Plant Health Assurance Certificate – Split Consignment (example)
Attachment 4	Plant Health Certificate - Split Consignment (example)
Attachment 5	Register of Key Personnel (PSF-030)
Attachment 6	Produce Receival Record (PSF-032)
Attachment 7	Fruit Fly Inspection or Verification Report (PSF-033)
Attachment 8	Audit Frequency for Compliance Agreements (PSF-011)
Attachment 9	List of ICA Operational Procedures (PSF-034)
Attachment 10	Declared Fruit Flies (PSF-035)
Attachment 11	Mediterranean and Queensland Fruit Fly Host List (PSF-036)
Attachment 12	Map of Fruit Fly Areas (PSF-019)
Attachment 13	Receival of Queensland Fruit Fly Host Produce for Processing (PSF-038)
Attachment 14	Importation of (QFF) Host Organic Produce into Victoria (PSF-039)
Attachment 15	Import Conditions for Organic Produce (PSF-040)
Attachment 16	Authenticating Certificates (PSF-182)
Attachment 17	Classification of Non-conformances (PSF-171)

Certificate Number

Plant Health Assurance Certificate

Consignment Details (PLEASE PRINT)

CONSIGNOR	
Name	Joes Fruit Pty Ltd
Address	Street Road Cairns Qld

CONSIGNEE	
Name	Fred Fruit Pty Ltd
Address	Road Place West Melbourne Vic

RECONSIGNED TO (Splitting consignments or reassigning whole consignments).	
Name	
Address	

Certification Details (PLEASE PRINT)

IP NUMBER	FACILITY NUMBER	PROCEDURE
Q9999		ICA-16

ACCREDITED BUSINESS THAT PREPARED THE PRODUCE	
Name	Joes Fruit Pty Ltd
Address	Street Road, Cairns

GROWER OR PACKER	
Name	Joes Fruit Pty Ltd
Address	Street Road, Cairns

OTHER FACILITIES SUPPLYING PRODUCE	

BRAND NAME OR IDENTIFYING MARKS (as marked on packages)	DATE OR DATE CODE (as marked on packages)
Joes Fruit	070131

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Authorisation for Split Consignment
1584	Cartons	Bananas	

Treatment Details

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

Additional Certification / Codes

Bananas in a hard green condition with unbroken skin

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 facility in accordance with the business's Certification Assurance arrangement and that the details shown above are true and correct in every particular. I acknowledge that it is an offence under (the Act) to issue assurance certificates without being accredited and/ or making false statements in certificates and declarations.

A Signatory	A Signatory	31/1/07
AUTHORISED SIGNATORY'S NAME (PLEASE PRINT)	SIGNATURE	DATE

**PLANT HEALTH CERTIFICATE FOR MOVEMENT OF PLANT MATERIAL IN
AUSTRALIA**

A 99999

THIS IS TO CERTIFY THAT the plant material described below is considered to conform with the

Requirements of the Plant Health legislation of Victoria (State/Territory).

Description of Consignment

Name and Address of Exporter Joe's Fruit Pty Ltd Street Road Queensland 4000		
Name and Address of Consignee Fred's Fruit Road Place Victoria 3000		
Means of Conveyance Road		
Material/Produce and Quantity	Name of Grower/Packer and Address Location and State where grown.	Regulation/Treatment
1584 Cartons Bananas	Joe's Fruit Pty Ltd Street Road Queensland 4000	Banana's in a hard green condition with unbroken skin
Name of Issuing Officer (Print) A Officer	Designation Authorised Officer	Official Stamp
Signature <i>A Officer</i>	Place Certified Brisbane Market	Date 26/1/07

Certificate Number

Plant Health Assurance Certificate

Consignment Details (PLEASE PRINT)

CONSIGNOR	
Name	Joes Fruit Pty Ltd
Address	Street Road Cairns Qld

CONSIGNEE	
Name	Fred Fruit Pty Ltd
Address	Sydney Market Sydney NSW

RECONSIGNED TO (Splitting consignments or reassigning whole consignments).	
Name	Produce People
Address	Melbourne Market West Melbourne VIC

Certification Details (PLEASE PRINT)

IP NUMBER	FACILITY NUMBER	PROCEDURE
Q9999		ICA-16

ACCREDITED BUSINESS THAT PREPARED THE PRODUCE	
Name	Joes Fruit Pty Ltd
Address	Street Road, Cairns

GROWER OR PACKER	
Name	Joes Fruit Pty Ltd
Address	Street Road, Cairns

OTHER FACILITIES SUPPLYING PRODUCE	

BRAND NAME OR IDENTIFYING MARKS (as marked on packages)	DATE OR DATE CODE (as marked on packages)
Joes Fruit	070131

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Authorisation for Split Consignment
4584 500	Cartons	Bananas	
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> SPLIT CONSIGNMENT Fred's Fruit Sydney Market IP No N0000 Meets ICA17 Authorised: A Sign Date: 6/02/2007 </div>			

Treatment Details

Treatment Date	Treatment	Chemical (Active Ingredient)	Concentration

Additional Certification / Codes

Bananas in a hard green condition with unbroken skin

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 facility in accordance with the business's Certification Assurance arrangement and that the details shown above are true and correct in every particular. I acknowledge that it is an offence under (the Act) to issue assurance certificates without being accredited and/ or making false statements in certificates and declarations.

A Signatory	A Signatory	31/1/07
AUTHORISED SIGNATORY'S NAME (PLEASE PRINT)	SIGNATURE	DATE


PLANT HEALTH CERTIFICATE FOR MOVEMENT OF PLANT MATERIAL IN AUSTRALIA

A 99999

THIS IS TO CERTIFY THAT the plant material described below is considered to conform with the

Requirements of the Plant Health legislation of New South Wales (State/Territory).

Description of Consignment

Name and Address of Exporter Joe's Fruit Pty Ltd Street Road Queensland 4000				
Name and Address of Consignee <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> Fred's Fruit Sydney Market Sydney NSW </td> <td style="width: 50%; border: none; vertical-align: top;"> Produce People Melbourne Markets West Melbourne VIC </td> </tr> </table>			Fred's Fruit Sydney Market Sydney NSW	Produce People Melbourne Markets West Melbourne VIC
Fred's Fruit Sydney Market Sydney NSW	Produce People Melbourne Markets West Melbourne VIC			
Means of Conveyance Road				
Material/Produce and Quantity	Name of Grower/Packer and Address Location and State where grown.	Regulation/Treatment		
1584 500 Cartons Bananas 500	Joe's Fruit Pty Ltd Street Road Queensland 4000	Banana's in a hard green condition with unbroken skin		
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto; margin-right: auto;"> SPLIT CONSIGNMENT Fred's Fruit Sydney Market IP No N0000 Meets ICA17 Authorised: A Sign Date: 5/2/07 </div>				
Name of Issuing Officer (Print) A Officer	Designation Authorised Officer	Official Stamp 		
Signature A Officer	Place Certified Brisbane Market	Date 26/1/07		



REGISTER OF KEY PERSONNEL

Name of Business: _____

Position	Full Name of Occupier	Describe Nature of Training	Date Training Completed	Signature of Employee	Signature of Trainer	Checked by Monitor
Management Representative						
Certification Controller						
Deputy Certification Controller						

Please note: This form must be kept updated by the Management Representative.

To the best of my knowledge this form is correct and completed:

Name: _____ Signature: _____ Date: _____

Fruit Fly Inspection or Verification Report

DEPARTMENT OF
PRIMARY INDUSTRIES

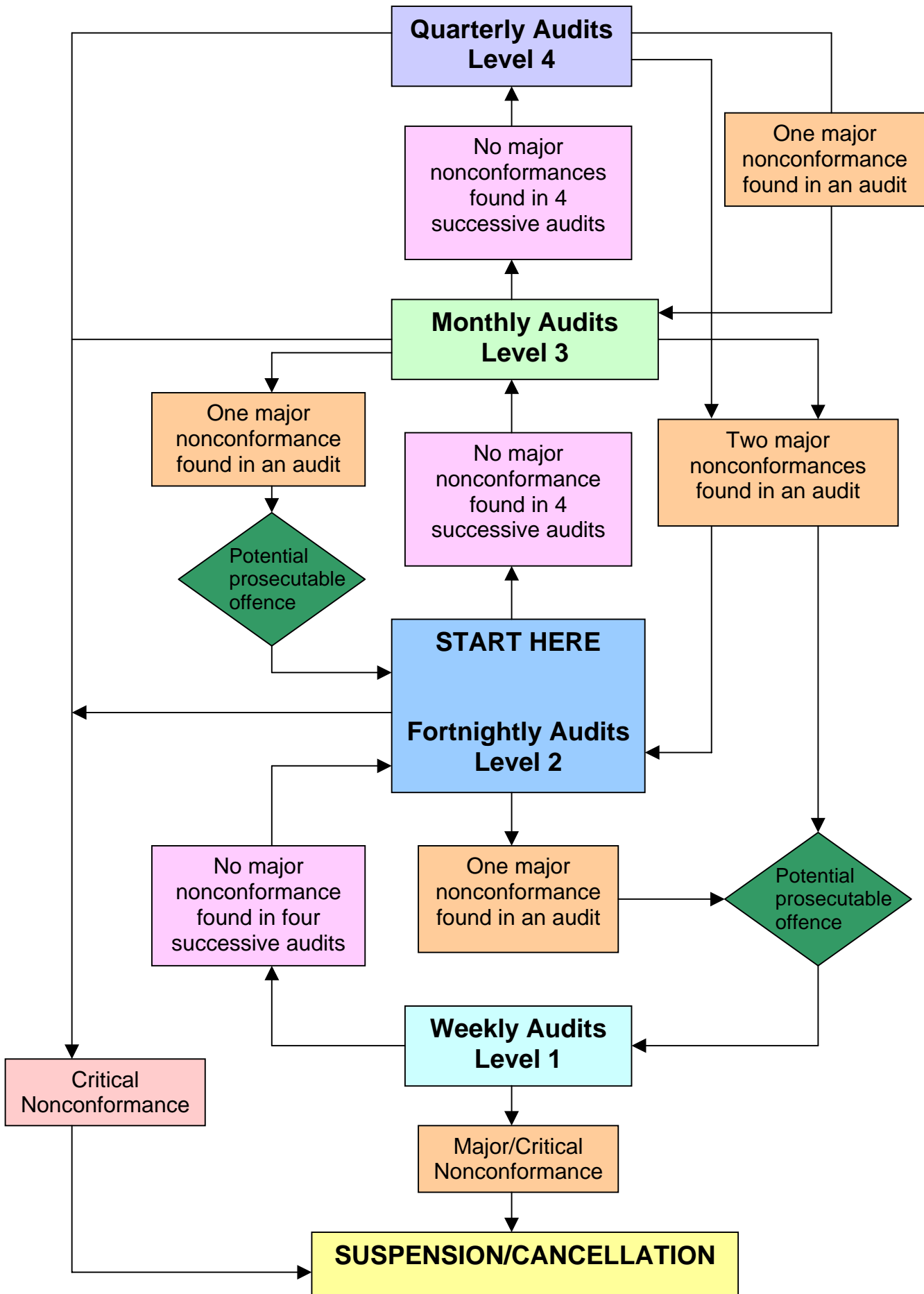
FRUIT FLY INSPECTION OR VERIFICATION REPORT

REPORT No.

No. **PV 9999**
Agents Copy

COMPANY NAME				CUSTOMER CODE				
SERVICE PERFORMED		INSPECTION <i>Pass</i> <input type="checkbox"/> <i>Fail</i> <input type="checkbox"/>		CERTIFICATE VERIFIED <i>Pass</i> <input type="checkbox"/> <i>Fail</i> <input type="checkbox"/>				
Verification / Inspection Details				<i>Travel Time</i>	<i>Ins/Ver Time</i>	On Site	<i>In Office</i>	<i>Amount Due</i>
<i>Cert. No.</i>	<i>Produce</i>	<i>Grower / Supplier</i>	<i>Qty</i>					
Signature of Authorising Officer:				<i>Date</i> / /		TOTAL \$		
<i>Collected In Good Order & Condition</i> by:						Ref No.		

Auditing Frequency for Compliance Agreements



List of ICA Operational Procedures*

ICA No.	ICA Title
ICA-01	Dipping with Dimethoate or Fenthion
ICA-02	Flood Spraying with Dimethoate or Fenthion
ICA-03	Low Volume Non-Recirculated Spraying with Fenthion
ICA-04	Fumigating with Methyl Bromide
ICA-05	Vapour Heat Treatment of Mangoes Under AQIS Supervision
ICA-06	Certification of Hard Green Condition of Bananas
ICA-07	Cold Treatment
ICA-08	Mature Green Condition and Immature Green Condition of Pawpaw and Babaco
ICA-10	Hot Water Treatment of Mangoes
ICA-11	Pre-Harvest Treatment and Inspection of Strawberries
ICA-13	Unbroken Skin Condition of Approved Fruits
ICA-14	Pre-Harvest Treatment and Inspection of Lychees
ICA-15	Mature Green Condition of Tahitian Limes and Black Sapotes
ICA-16	Certification of Mature Green Condition of Bananas
ICA-17	Splitting Consignments and Reconsigning Original Consignments of Certified Produce
ICA-18	Treatment and Inspection of Custard Apple and Other Annona spp.
ICA-19	Treatment and Inspection of Mangoes
ICA-21	Pre-Harvest Treatment and Inspection of Stonefruit
ICA-23	Area or Property Freedom
ICA-26	Pre-Harvest Treatment of Tomatoes, Capsicums and Chillies
ICA-27	Mature Green Condition of Tomatoes
ICA-28	Pre-Harvest Bait spraying and Inspection of Citrus
ICA-30	Hard Condition of avocado for Mediterranean Fruit Fly
ICA-31	Pre-Harvest Insecticide Treatment of blueberries

*with treatments or conditions for the control of fruit fly only and movement into Victoria

Declared Fruit Flies

Declared fruit flies require certification from the following areas:

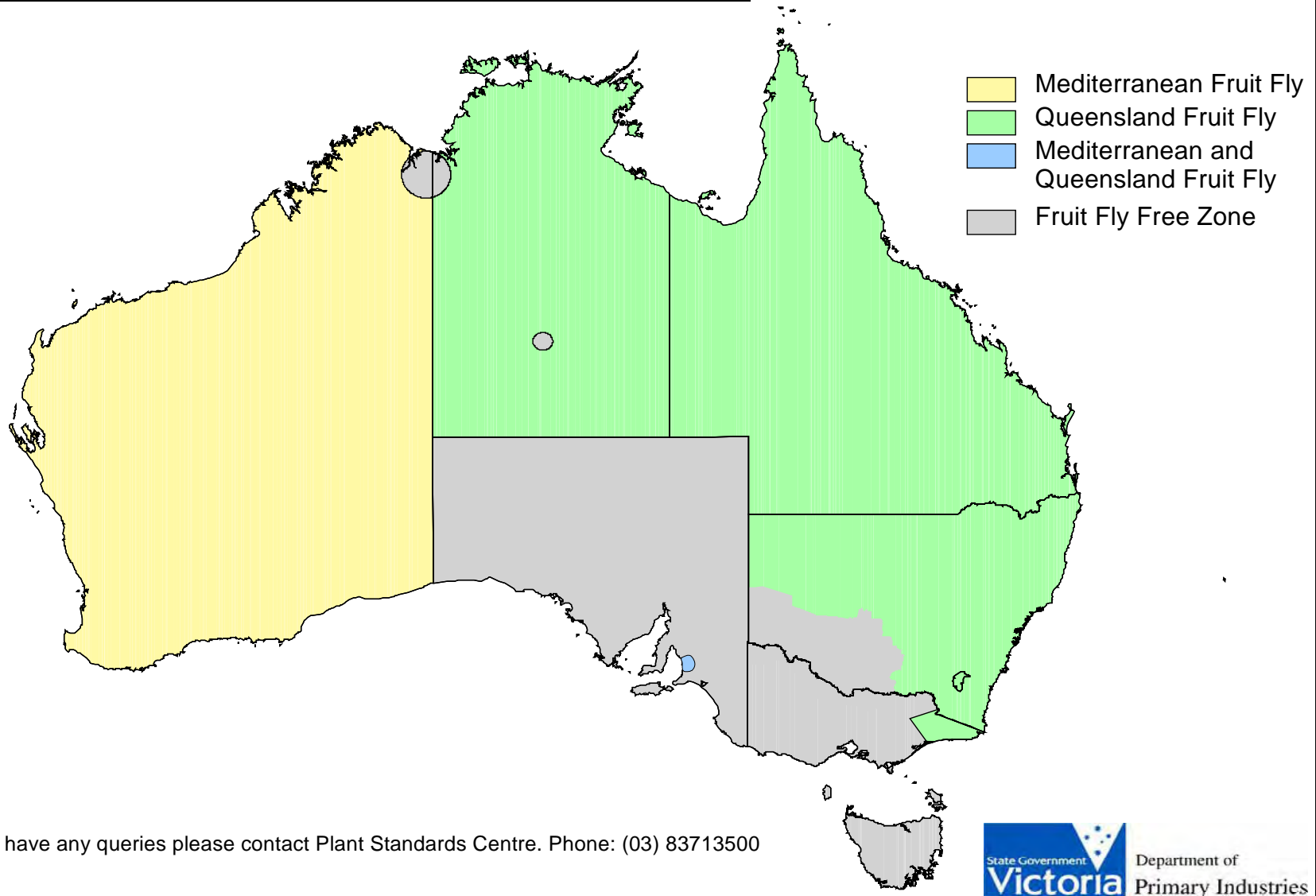
1. **Queensland Fruit Fly** (*Bactrocera tryoni*) from Qld, NSW, NT and the Adelaide production districts, SA and other declared outbreak areas, and prescribed areas (including those in Victoria).
2. **Mediterranean Fruit Fly** (*Ceratitis capitata*) from WA, the Adelaide production districts, SA and other declared outbreak areas (including those in Victoria).
3. **Other** declared exotic fruit flies from declared areas.

Mediterranean and Queensland Fruit Fly Host List

Produce	QFF	MFF	CROP TYPE	QFF	MFF
Abiu	YES	YES	Lychee	YES	YES
Acerola	YES	YES	Mandarin	YES	YES
Apple	YES	YES	Mango	YES	YES
Apricot	YES	YES	Mangosteen	YES	YES
Avocado	YES	YES	Monstera	-	YES
Babaco	YES	YES	Mulberry	YES	YES
Banana	YES	YES	Nashi	YES	YES
Black Sapote	YES	YES	Nectarine	YES	YES
Blackberry	YES	YES	Olive	NO	YES
Blueberry	YES	YES	Orange	YES	YES
Brazil cherry	YES	YES	Papaya (Pawpaw)	YES	YES
Breadfruit	-	YES	Passionfruit	YES	YES
Caimito (Star apple)	YES	YES	Peach	YES	YES
Cape gooseberry	YES	YES	Peacharine	YES	YES
Capsicum	YES	YES	Pear	YES	YES
Carambola (Star fruit)	YES	YES	Pepino	YES	YES
Cashew apple	YES	YES	Persimmon	YES	YES
Casimiroa (White sapote)	YES	YES	Plum	YES	YES
Cherimoya	YES	YES	Plumcot	YES	YES
Cherry	YES	YES	Pomegranate	YES	YES
Chilli	YES	YES	Prickly Pear	YES	YES
Choko	-	YES	Pummelo	YES	YES
Citron	YES	YES	Quince	YES	YES
Coffee Berry	-	YES	Rambutan	YES	YES
Custard Apple	YES	YES	Raspberry	YES	YES
Date (dried)	-	YES	Rollinia	YES	YES
Date (fresh)	YES	YES	Rose apple (Wax Jambu)	YES	YES
Dragonfruit	YES	YES	Santol	YES	YES
Durian	YES	YES	Sapodilla	YES	YES
Eggplant	YES	YES	Soursop	YES	YES
Feijoa	YES	YES	Star apple (Caimito)	YES	YES
Fig	YES	YES	Star fruit (Carambola)	YES	YES
Granadilla	YES	YES	Strawberry	YES	-
Grape (table grapes only)	YES	YES	Sugar apple (Sweetsop)	YES	YES
Grapefruit	YES	YES	Sweetsop (Sugar apple)	YES	YES
Grumichama	YES	YES	Tahitian Lime	YES	YES
Guava	YES	YES	Tamarillo	YES	YES
Hog plum (Vai apple)	YES	YES	Tangelo	YES	YES
Jaboticaba	YES	YES	Tomato	YES	YES
Jackfruit	YES	YES	Vai apple (Hog plum)	YES	YES
Kiwifruit	YES	YES	Wax Jambu (Rose apple)	YES	YES
Kumquat	YES	YES	White sapote (Casimiroa)	YES	YES
Lemon	YES	YES			
Lime	YES	YES			
Loganberry	YES	YES			
Longan	YES	YES			
Loquat	YES	YES			

MFF = Mediterranean Fruit Fly
 QFF = Queensland Fruit Fly
YES = requires certification

Permanent Fruit Fly Status of Australia



RECEIVAL OF QUEENSLAND FRUIT FLY HOST PRODUCE FOR PROCESSING

- a) A Plant Health Certificate must accompany the consignment.
- b) The produce must be processed within 12 hours of arrival at the factory, or if not practicable, held in storage at a temperature not exceeding 7° C.
- c) All waste fruit must be destroyed daily by one of the following methods:
 - Heat treatment @ 60° C for 30 minutes
 - Cold sterilisation @ -18° C for 48 hours
 - Deep burial
 - Methyl Bromide fumigation

Note: The treatment and disposal of host produce must be under the direct control or supervision by Plant Standards.

IMPORTATION OF QUEENSLAND FRUIT FLY (QFF) HOST ORGANIC PRODUCE INTO VICTORIA

To be eligible to import QFF host organic produce into Victoria the importer must be the holder of a current permit issued by Plant Standards, DPI Victoria. Permit forms are available by contacting Plant Standards on (03) 8371 3500.

To obtain an organic permit, the importer must complete Section 1 of the permit. The importer must sign the declaration stating that they will present the produce for inspection to Plant Standards upon arrival in Victoria.

The grower of the organic produce must complete Section 2 of the permit, which includes the business and organic certification details.

The grower will also need to sign a declaration on the permit stating that:

- they are a registered and certified organic grower;
- the produce has been inspected and any fruit suspect of being infested with fruit fly rejected prior to packing; and
- the produce is packed in cartons without vents or vented cartons with suitable mesh to exclude fruit fly or shrink-wrapped palletised cartons for transport to Victoria.

The grower must also supply a copy of their current organic association certificate issued by one of the following organic organisations:

- Australian Certified Organic
- Bio-Dynamic Research institute
- Biological Farmers of Australia Co-Operative Ltd
- National Association for Sustainable Agriculture, Australia Ltd
- Organic Growers Of Australian Inc
- Organic Vignerons Association of Australia Inc

After Section 1 and 2 have been completed, the permit and a copy of current organic association certificate held by the grower must be sent to the Plant Standards Centre, Box 126 Melbourne Markets, 542 Footscray Road, West Melbourne Victoria 3003, or faxed to (03) 9687 6746.

If the organic permit has been completed correctly, an officer from Plant Standards will approve the permit and send a copy to the importer and the grower.

All packages containing QFF host organic produce entering Victoria must be labelled with the type of produce, growers name, organic certification details and the name and postcode of the nearest city or town to where the produce was grown.

An Organic Plant Health Declaration must be completed by the grower, and the yellow and white copies must accompany the produce into the state.

To obtain a permit form or if you have any questions relating to the importation of QFF host organic produce into Victoria, please ring Plant Standards on (03) 8371 3500.

Import Conditions for Organic Produce

(A) Conditions for the Import of Queensland Fruit Fly Host Organic Produce to Victoria

Produce	Import conditions
Apples, Pears, Nashi and Kiwi and Quince and other cold tolerant fruits	Cold storage (PHC or PHAC) or permit & inspection on arrival
Bananas	Mature green (PHC or PHAC)
Babaco, Black Sapote, Mangosteen, Passionfruit (purple and yellow types), Breadfruit and Tahitian lime	Mature green (PHC or PHAC) or permit & inspection on arrival
Pawpaw, Tomato and Babaco	Mature green (PHC or PHAC) or permit & inspection on arrival
Durian, Jackfruit, Jaboticaba, Longan, Lychee, Pomegranate and Rambutan	Harvested with unbroken skin and flesh not exposed (PHC or PHAC) or permit & inspection on arrival
Mangoes	Hot water or vapour heat treatment (PHC or PHAC) or permit & inspection on arrival
Strawberry, Raspberry, Blueberry, Blackberry, Cherries and Carambola (Star fruit)	Permit & inspection on arrival
Capsicums, Chillies, Custard apple, Peaches, Nectarines, Plums, Apricots, Citrus and Avocado	Permit & inspection on arrival
Eggplant, Grapes and other non hosts of Queensland fruit fly	No certification required for entry into Victoria

(B) Conditions for the Import of Mediterranean Fruit Fly Host Organic Produce to Victoria

Produce	Import conditions
Apple, Grape Fruit and other cold tolerant fruits	Cold storage (PHC or PHAC)
Banana and Tomato	Mature green (PHC or PHAC)
Avocado (Hass, fuerte, sharwill)	Hard green (PHC or PHAC)
All other host produce	Prohibited

Other Conditions:

- Organic produce must be grown by a certified organic grower.

Definitions:

Inspection means declared for inspection to an Approved Inspection Service on arrival.

Permit means a permit to import is required from DPI.

PHC means a Plant Health Certificate issued by a State Department of Agriculture.

PHAC means a Plant Health Assurance Certificate issued by a grower accredited for an applicable ICA procedure.

The list of produce shown above is not exhaustive.

If you have any queries about any commodity not appearing in the tables above, please contact the Plant Standards Centre for information on:

Ph: 03 8371 3500

Fax: 03 9687 6746

AUTHENTICATING CERTIFICATION FOR FF CA

All consignments of Fruit Fly host produce must be accompanied by a certificate or declaration. The certificate or declaration must be an original document with all details complete and correct, and be signed by an authorised inspector, person authorised as a signatory under an ICA procedure or an approved person.

If an original certificate is not available, the following options are acceptable:

Plant Health Assurance Certificate or Plant Health Declarations

- the carbon copy of the original can be posted, however stock cannot be sold until received.
- the faxed copy must have the words “This is a true copy of the original” and be signed and dated by the same person who signed the original document.
- if the person who signed the original certification is not available, any other Authorised Signatory under the ICA may sign the copy, however a copy of the application which grants authorisation to the additional signatory must also be provided with the authenticated copy.

For a Plant Health Certificate

- A faxed copy of the certificate is acceptable only when faxed directly by the interstate agriculture department to the wholesaler with the fax header clearly indicating the sender.

If a consignment is uncertified, incorrectly certified or suspected of infestation, it must be segregated from other products and labelled: Hold for Verification”. If you are not able to obtain an attested original or acceptable copy of the certificate within 24 hours of receiving the consignment, Plant Standards must be notified.

Split Consignment Certificates

Split consignment certificates are copies of the original certificate amended by an Authorised Signatory under ICA 17 by a departmental inspector, to reflex the splitting of a consignment during transit.

If a certificate is split by an Authorised Signatory under ICA 17, it must:

- be stamped in original ink with the name and address of the Accredited Business, interstate produce (IP) number of the Business and the words “Split Consignment”. The stamp must also be signed by the Authorised signatory.
- have the name and address of consignee, &
- have the number of packages of the split consignment with the original number crossed out.

If a certificate is split by a departmental inspector, it must:

- have the words “Split consignment” with the departmental inspector’s signature and be stamped by the departmental stamp in original ink.
- have the name and address of consignee (if applicable), &
- have the number of packages of the split consignment with the original number crossed out.

If a split consignment is received with a correct and original split consignment certificate, Plant Standards are to be contacted immediately for further action.

For any further queries, please refer to the Fruit Fly Compliance Agreement Manual or contact a Plant Standards Officer.

Classification of Nonconformances

This list is a guide only for the classifications of nonconformances.

CRITICAL NONCONFORMANCES

- Failure to notify Plant Standards in writing within 5 working days of changes to ownership or other accreditation details.
- Failure to recall uncertified or untreated produce.
- Any act by the business that hinders or obstructs the monitoring performance of inspection agents or authorised inspectors.
- Failure to allow access to stock books, computer records and receipt records or hindrance of the inspection agent or authorised inspector in performing monitoring functions.
- Three or more major nonconformities at a monitoring.

MAJOR NONCONFORMANCES

- Failure to notify Plant Standards of changes to key personnel.
- Failure to take due care to check import requirements.
- Failure to train staff or maintain the Register of Key Personnel or use untrained staff to verify certification.
- Failure to detect problems whilst verifying a consignment (eg verifying a consignment despite the lack of a date code on the PHAC or packaging) and take corrective action to rectify the problem.
- Failure to verify consignments by key personnel trained by Plant Standards.
- Failure to verify consignments at the end of the first working day.
- Verifying fruit fly host receipts consigned to any other business.
- Selling an uncertified consignment.
- Selling a consignment on receipt of an unauthorised fax copy sent from an interstate agent/grower.
- Selling a consignment on receipt of a faxed copy of a split consignment.
- Failure to inform Plant Standards before reconsigning uncertified produce.
- Failure to retain the certificate of certified produce for monitoring purpose.
- Failure to declare nonconforming organic consignments to Plant Standards.
- Failure to comply with the import conditions of QFF host produce other than tomatoes for processing.
- Failure to obtain and verify a treatment certificate for tomatoes prior to processing.

- Failure to obtain and verify a treatment certificate for all MFF host produce prior to processing.
- Failure to hold nonconforming produce at the nominated premises of the business and inform Plant Standards.
- Failure to report suspect fruit fly to Plant Standards and hold the consignment.
- Failure to keep receival and verification records.
- Failure to keep updated copies of documents as listed in CA Manual Section 5.1 (eg Copy of CA Manual, copy of the fruit fly host list etc).
- Failure to keep records (produce receival records, certificates, inspection records and detention notices) for a period of 12 months.
- Failure to insert updates into the CA Manual.
- Failure by the business to attend a scheduled monitoring without prior notification to Plant Standards or the Approved Inspection Service.
- Repeated minor nonconformities of a similar nature or three or more minor nonconformities per monitoring.

MINOR NONCONFORMANCES

- Failure to stamp, sign and date verified certification at the time of verification.
- Failure to record instances of incorrectly completed or authorised certification, including split consignment certification.
- Failure to identify the unauthorised alteration and obtain the correct certification prior to sale.
- Failure to check and record problems with consignment content, package condition and labelling.
- Failure to record receival details of certified produce before re consigning.
- Incomplete or incorrect recording of Produce Receival Record or recording receivals after 24 hours of verification.

NB - The above list contains examples on the classification of nonconformances. This is not an exhaustive list, and other beaches of the Compliance Agreement may arise that will be classified as one of the three above types of nonconformances. If there is any uncertainty on the classification of nonconformances, please contact Plant Standards for advice.