

# Lupin Anthracnose

Compliance Agreement for importing host materials  
Version 2.0

## REVISION REGISTER

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Authorised by the Victorian Government  
Department of Primary Industries  
Plant Standards  
621 Burwood Highway, Knoxfield, Victoria 3156

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## 1. Purpose

This procedure covers the receipt and processing of diseased lupins so as to prevent the release and spread of the disease lupin anthracnose in Victoria.

## 2. Scope

This procedure is required for businesses wishing to import diseased or suspect lupins from states where lupin anthracnose is known to occur.

A Permit allowing entry of all lupins into Victoria must be obtained.

Diseased lupins may only be imported into Victoria for processing:

- a) if a permit has been obtained; and
- b) the grain is verified on receipt by a Plant Standards Officer;

Or

the grain is received by a business accredited by Plant Standards.

However if the lupins have been tested and found free of lupin anthracnose the business receiving is not required to be accredited.

## 3. References

Protocol for the movement and processing of Lupins that may be infected with anthracnose

## 4. Definitions

<b>Act</b>	means the <i>Plant Health and Plant Products Act 1995</i> .
<b>DPI</b>	means the Department of Primary Industries, Victoria.
<b>Devitalise</b>	means to remove the vitality of the lupin seed to germinate and the spore to infect.
<b>Equipment</b>	means any machinery, vehicles, plant and any other mechanical implements that are used for the production, cultivation, harvest, handling, processing or other manipulation of lupins that are likely to cause the spread of anthracnose.
<b>Infected Crop</b>	means a lupin crop in which anthracnose has been detected.
<b>Lupin</b>	means the <i>Lupus</i> group of plants, bearing pods containing beans or seeds, including Bitter Albus Lupins.

<b>Lupin Anthracnose</b>	means a plant or soil-borne disease caused by the fungus <i>Colletotrichum gloeosporioides</i> attacking all species of Lupin plants, grain and seed.
<b>Offal</b>	means the residue from processing, hulls, husks, imperfect seeds, ie small or damaged, and dust, and other lupin debris that cannot be used by that processor.
<b>Plant Standards Officer</b>	means an officer authorised under the <i>Plant Health and Plant Products Act 1995</i> .
<b>Processing</b>	means to change raw lupin material into food for stock or human consumption.
<b>Processor</b>	means a Grain Processor or Mill accredited to receive and process infected lupins.
<b>Sterilise / Disinfect</b>	means to treat equipment and/or vehicles with chlorine bleach or quaternary ammonia at a rate of 3% active ingredient.

## 5. Responsibilities

*The position titles used reflect the responsibilities of staff under the agreement. These positions may not be present in all businesses, or different titles may be used for staff who carry out these responsibilities. 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 is to occur are nominated in the application;
- staff abide by the CA;
- suppliers are informed of importation requirements;
- staff are trained and are familiar with this agreement; and
- they are present at all major audits.

The **Certification Controller** and deputies are responsible for:

- keeping import permits and receipt records;
- isolating material not meeting verification requirements and informing the DPI;
- verifying the validity of import permits on receipt;
- segregating infected lupins during receipt, storage and processing activities;
- cleaning of plant and equipment on completion of processing;
- clean up of spills and disposal of offal;
- ensuring that amendments are inserted into the CA manual; and
- representing the business during audits.

## PART 1 - REQUIREMENTS

### 6. Permit

#### 6.1. Application

The business shall ensure that a completed Application for a Permit to Import Lupin Grain into Victoria form ([Attachment 1](#)) has been submitted to Plant Standards for a permit to import lupins.

A permit shall be issued by Plant Standards in which conditions of entry into Victoria are specified.

The accredited business shall receive and keep a copy of each permit granted for a period of 24 months for audit purposes.

#### 6.2. Transport

On the Application for a Permit to Import Lupin Grain into Victoria, transport details must be provided. In the case of road transport a specific accredited transport company is nominated.

The transport company must complete the Application for the Approval of a Transporter ([Attachment 2](#)) and submit it to Plant Standards for approval. Approval will be on an annual basis. The transporter must also complete a Transport Vehicle Registration Form ([Attachment 3](#)) for every vehicle to be used in the transport of lupins.

The driver shall follow the approved route to the destination as specified on the permit. The route shall be as direct as possible, confined to hard surfaced (preferably sealed) roads and must totally avoid entry to lupin crops or their immediate surrounds and be approved by DPI.

In the event en route of a spillage, an Emergency Contingency Plan must be in place.

## PART 2 – RECEIVAL & PROCESSING

### 7. Receiving

#### 7.1. Verification

On receipt of infected lupins the Certification Controller shall ensure that:

- each consignment is accompanied by an Application for a Permit to Import Lupin Grain into Victoria; and
- is accompanied by a permit to import lupins for each consignment;
- the consignment matches the details on the permit;

- a record of receipts is maintained ([Attachment 4](#));
- the application and permit is kept on file for audit purposes.

Consignments of infected lupins arriving without a permit or application must not be processed. The processor shall contact Plant Standards immediately for advice.

## 7.2. Unloading

After completion of verification activities, the business shall:

- place signs in unloading area warning of a Quarantine Area and restricting unauthorised access;
- inspect the truck bin, tailgate and tarp for any damage, and possible leakage;
- place equipment/vehicles accurately to avoid spillage;
- ensure that unloading equipment is not used for any other purpose unless cleaned ([7.4](#));
- use collection tarps around the unloading area to catch any spilled grain.

## 7.3. Storage

The business shall ensure unprocessed lupins are held in:

- storage silos, which have identification labels with the words “diseased lupins” attached in a clearly visible position.

## 7.4. Cleaning

The business shall ensure:

- after unloading, all truck/truck bins, tarps, belts and other equipment which came in contact with lupins, are completely cleaned of lupin material, using brushes, compressed air, vacuum or are sterilised with a suitable sterilant;
- the unloading area is cleaned free of any grain;
- any grain from spills is immediately cleaned-up, isolated and placed in a grain shifter for processing, land fill or burned as soon as possible. Note that a permit may be required for disposal (refer [8.4](#)).

# 8. Processing

## 8.1. Facility

The business shall:

- identify (eg with the use of paint) any equipment that is to be used only with diseased lupins;
- maintain a dust extraction and containment system in processing areas if applicable;
- have solid pavements (ie concrete or asphalt) in unloading and processing areas;

- document a clean down procedure for all equipment, including screens, gravity tables, conveyors, elevators and bins.

#### 8.1.1. Hygiene

The business shall ensure that:

- processing equipment and production areas are cleaned down and offal placed in a designated container after processing diseased lupins;
- a documented weed control program approved by DPI, which includes regular inspections (refer [8.1.2](#)), is in place;
- a documented pest control program approved by DPI in place, to control birds and vermin;
- a documented Emergency Plan approved by DPI is available in the event of a significant spillage.

#### 8.1.2. Inspections

The business shall:

- conduct inspections around the mill for the presence of lupins;
- plants discovered during inspections are burned or sent to landfill;
- maintain records of the inspections.

### 8.2. Milling

The business shall ensure that:

- plant/equipment used to handle incoming diseased grain is not be used for any other purposes unless cleaned;
- diseased lupins are not to be mixed with non-diseased lupins at any stage of processing;
- diseased lupins are devitalised ([8.2.1](#));
- when the diseased lupins are no longer considered a risk, they are discharged for storage.

#### 8.2.1. Devitalisation

The business shall:

- devitalise lupins by processing eg rolling, crushing, hammer milling;
- devitalise anthracnose spores by heat treatment, at a minimum of 100°C for at least 30 seconds;
- keep a record of the devitalisation treatment ([Attachment 5](#)).

### 8.3. Storage

The business shall ensure that:

- processed lupins are stored in a manner preventing contamination by unprocessed grain.

## 8.4. Offal

The business shall ensure that:

- offal from processing diseased lupins is disposed of in accordance with a permit issued by Plant Standards, eg by deep burial, incineration or processing at another site.

## 8.5. Dispatch

The business shall ensure that diseased lupins:

- are completely processed (refer [8](#)) before sale;
- that are not completely processed, are not sold until treated.

# 9. Accreditation

## 9.1. Application for Accreditation

A Business seeking accreditation under this procedure shall make application for accreditation at least 10 working days prior to the intended date of commencement of receiving diseased lupins.

To apply for accreditation under this procedure the applicant must submit a completed Application for Accreditation form and 2 copies of a Legal Agreement (available from Plant Standards).

## 9.2. Audit Process

### 9.2.1. Initial Audit

Prior to accrediting a Business, an Inspector carries out an initial audit of the Business to verify the system is in place and capable of operating in accordance with the requirements of this procedure, and the system is effective in ensuring compliance with the specified requirements of this procedure.

On completion of a successful initial audit, applicants will be granted accreditation and posted a Certificate of Accreditation (refer [9.3](#)).

### 9.2.2. Compliance Audits

Compliance audits are conducted to verify that the business continues to operate in accordance with the requirements of this procedure.

Compliance audits are, wherever practical, conducted when the business is operating.

A compliance audit is conducted within four (4) weeks of the initial audit and accreditation of the Business.

On completion of a successful compliance audit, annual accreditation is granted up to a maximum of twelve (12) months from the date of initial accreditation.

A compliance audit is conducted between six (6) and nine (9) months after the date of accreditation under this procedure for an arrangement that operates for more than six (6) months of the year.

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

Unscheduled compliance audits may be conducted at any time to investigate reported or suspected nonconformances.

### 9.2.3. Re-Accreditation

Accredited businesses are required to re-apply for accreditation each year the business seeks to operate under this procedure. Businesses seeking re-accreditation must lodge a renewal application prior to accreditation lapsing, or if accreditation has lapsed, prior to receiving lupins under this procedure.

A compliance audit is conducted each year within twelve (12) weeks following re-accreditation of the Business.

A compliance audit is conducted between six (6) and nine (9) months after the date of re-accreditation for an arrangement that operates for more than six (6) months of the year.

## 9.3. Certificate of Accreditation

An Accredited Business will receive a Certificate of Accreditation or Provisional Accreditation detailing the scope of accreditation, the facility location, Operational Procedure and period of accreditation.

The Business must maintain a current Certificate of Accreditation and make this available on request by an Inspector.

**A Business may not commence or continue receipt of lupins under this procedure unless it is in possession of a valid and current Certificate of Accreditation.**

## 9.4. 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 conducted on the business. Unannounced audits will incur no charge. The DPI can be contacted for a schedule of fees.

## 9.5. Nonconformances and Sanctions

### 9.5.1. Nonconformances

Audits are regularly undertaken to evaluate the effectiveness of implementation of these requirements. If, in the opinion of the auditor, there is evidence indicating that there has been a failure to meet one or more accreditation requirements, the auditor may raise a Nonconformance Report (NCR). Actions required to address the nonconformance shall be discussed and recorded on the NCR.

If the integrity of the accreditation has been significantly compromised, the nonconformance may provide grounds for the suspension or cancellation of the accreditation, and prosecution.

#### 9.5.2. Suspension and Cancellation

The DPI may suspend or cancel an accreditation when an accredited business is found, for example, to have:

- obtained accreditation through the provision of false or misleading information;
- not paid fees owing to the DPI;
- contravened an accreditation requirement that compromises the integrity of the arrangement
- not rectified a non-conformance;

Any action taken by the DPI to suspend or cancel an accreditation shall be provided in writing to the Business. This shall also provide guidance on the lodgement of a written appeal requesting that the decision be reviewed.

#### 9.5.3. Prosecution

Businesses found to be operating contrary to the Act may be liable for prosecution.

## 10. Records and Document Control

### 10.1. System Records

The Business shall maintain the following records:

- (a) copies of all permits and Applications for a Permit to Import Lupin Grain into Victoria;
- (b) Receival Records;
- (c) Devitalisation Records;
- (d) inspection records;
- (e) a documented Weed Control Plan;
- (f) a documented Pest Control Plan; and
- (g) a documented Emergency Contingency Plan.

System records shall be retained for a period of at least 36 months, and shall be made available when requested by an Authorised Officer.

### 10.2. System Documentation

The Business shall maintain the following documentation;

- a copy of the businesses current Applications for Accreditation;
- a current copy of this Operational Procedure; and
- a copy of the current Certificate of Accreditation

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

## 11. Attachments

<a href="#">Attachment 1</a>	Application for a Permit to Import Lupin Grain into Victoria
<a href="#">Attachment 2</a>	Application for Approval of a Transporter
<a href="#">Attachment 3</a>	Transport Vehicle Registration Form
<a href="#">Attachment 4</a>	Receival Record
<a href="#">Attachment 5</a>	Devitalisation Record

## APPLICATION FOR A PERMIT TO IMPORT LUPIN GRAIN INTO VICTORIA

Send the completed form to, Plant Standards Centre, Melbourne Markets West Melbourne,  
Fax No. 03 9687 6746 Phone: 1800 084 881.

### APPLICANT DETAILS

Business Name (if applicable): .....

Address:..... Postcode:.....

Contact:..... Phone: ..... Fax:.....

### CONSIGNEE DETAILS

Name (if applicable): .....

Address:..... Postcode:.....

Contact:..... Phone: ..... Fax:.....

Delivery Address (if different from above):.....

Contact:..... Phone: ..... Fax:.....

### DESCRIPTION OF GRAIN

Type of grain:..... Quantity (in Tonnes):.....

Location grown:.....

Contact:..... Phone: ..... Fax:.....

### PROCESSOR DETAILS (FOR ANTHRACNOSE INFECTED GRAIN ONLY)

Business Name: .....

Address:..... Postcode:.....

Contact:..... Phone: ..... Fax:.....

Intended Process: .....

### TRANSPORT DETAILS

Method of Transport:.....

Business Name: .....

Address:..... Postcode:.....

Contact:..... Phone: ..... Fax:.....

Anticipated date/s of arrival into the State of Victoria: .....

### DECLARATION

I hereby declare that the information I have supplied in this application is true and correct in every particular.

Applicant Full Name (please print):.....

Applicant Signature:..... Date: .....



**APPLICATION FOR APPROVAL OF A TRANSPORTER**

Indicate type of application being made:  New  Renewal  Amendment

**1. Business Details**

**(a) Type of Ownership**

- Individual  Incorporated Company  Other
- Partnership  Cooperative Association (Please specify)


**(b) Name of Applicant/s**


Supply names in full. For a partnership, list the full names of each partner in their nominal order. For companies the Australian Company Number (ACN) or Australian Registered Body Number (ARBN) must be provided, with a copy of the Certificate of Incorporation. For Cooperative associations proof of registration must be provided (eg. a copy of the Certificate of Registration or registration search from the Australian Securities & Investments Commission ASIC).

- ARBN
- ACN


**(c) Trading Name/s**

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**(d) Postal address**

	Postcode:
Telephone:	Mobile:
Fax:	
Email:	

- (e) Has the Business been accredited previously and given an Accreditation Number?**  No  Yes If yes, give the Accreditation No.

<b>V</b>
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**2. Transport Company Details**

**(d) Postal address**

	Postcode:
Telephone:	Mobile:
Fax:	
Email:	

**3. Staff nominated as Designated Drivers**

Family Name	Given Name/s	Contact Details (eg mobile No.)

**4. Accreditation Conditions**

1. For the purposes of this agreement the following conditions shall apply:-

- “**applicant**” means the person, corporation or other legal entity who is accredited under this agreement.
- “**inspector**” means an inspector appointed under the *Plant Health and Plant Products Act 1995*.
- “**department**” means the Department of Primary Industries, Victoria.

The applicant must:

2. Will upon request, allow an inspector to enter any part of the transport company premises or inspect any vehicle at any time to audit compliance;
3. Agrees to pay the department any costs associated with the conduct of the operation;
4. Agrees to abide by the conditions listed below and certifies that all of the information contained in this application is true and correct;

The following transportation requirements are essential under the conditions for movement of lupin grain:

- (a) Trucks / trailers must be inspected for compliance with transportation requirements prior to loading. An inspector may randomly attend to conduct a transport inspection and witness proper loading or unloading procedures;
- (b) When loading the vehicle with lupin grain, it should be done in such a way as to avoid spillage and the spread of the disease. Trucks / trailers should not be filled closer than 30cm from the top of the bin lip;
- (c) When loading is complete, the lupin must be fully enclosed or securely tarped-down in a fashion that will ensure there is no escape of lupin material. Tailgates must be fully sealed and secured;
- (d) Any spills should be immediately cleaned up and disposed of in landfill or by burning;
- (e) Brooms and compressed air must be used to clean the underbody of the transport vehicle;
- (f) If necessary the truck must be washed down using the provided facility and equipment to ensure there is no soil or lupin material adhered to the vehicle or tyres, which would be carried away and pose a risk of spreading the disease;
- (g) The driver must be fully aware of:-
  - The seriousness of anthracnose and the need for precautionary measures to eliminate the risk of spread of the disease;
  - The requirement to have two way radio communication and / or mobile phone available in the truck;
  - The need to regularly check the load during the consignment, and
  - The need to follow any designated routes where applicable.
- (h) Diseased (untested/unprocessed) lupin must only travel into Victoria along the designated / prescribed route. This route being via Mt Gambier and along the Princess Highway to one of the Registered Mills.

Name	Signature	Date	Name	Signature	Date

Note: Where the applicant is a corporation, the company seal must be applied, and signed, in the appropriate form. Where the applicants are members of a partnership, each of the partners must sign the application.

**Delegation**

I, ....., an office bearer of the above company, hereby authorise the person whose name is shown below, to act for and on behalf of the company, for adherence to all accreditation conditions, as listed in Section 6, and for all future decisions regarding the accreditation, for the lifetime of the accreditation, or written advice from me to the contrary:

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

I, ..... accept responsibility for all accreditation conditions, as listed in Section 6, and while listed as Management Representative for the applicant. Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

Premises inspected ? Passed Name (print) ..... Signature ..... Date: / /

I hereby approve that the premises nominated above for the transporting of lupin material.

Name (print) ..... Signature ..... Date: / /



Department of Primary Industries

VEHICLE REGISTRATION FORM

FAX TO: Victoria DPI - Plant Standards Centre (03) 9210 9396

This form must be completed for each vehicle transporting lupins under the Protocol for Transport of Lupin Grain from South Australia to a DPI Approved Processor in Victoria.

- 1. VEHICLE REGISTRATION NUMBER.....
2. VEHICLE TYPE.....
3. DATE OF REGISTRATION...../...../.....
4. NAME OF TRANSPORT COMPANY.....

I, (insert name and title) ..... of (insert company name) ....., declare that the following specifications have been met for the vehicle indicated above:

- Bin tailgates fitted with air/mechanically operated grain locks and tailgate seals in good condition.
Drivers instructed about the seriousness of lupin anthracnose.

FOR DPI AUTHORISATION ONLY

Approved by:

Inspector's Name Signature Date



