Crop Monitoring, Treatment and Inspection of Produce for Serpentine Leaf Miner (CA-47)

Operational Procedure, Version 1.1

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Revision register

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1.0	13/08/2026	Version published
1.1	08/10/2026	Added Spinosad to the Attachment 8 Treatment Regime. Added Attachement 9 - Treatment regime for Cut Flower only. //SM

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1 Purpose

The purpose of this Procedure is to describe:

- the operation and principles**; and**
- the responsibilities and actions of personnel

that applies to the crop monitoring, treatment and inspection of host produce to meet interstate import conditions for Serpentine leaf miner (SLM) under an accreditation arrangement.

2 Scope

This Procedure covers all certification of host produce from a Business operating under an accreditation arrangement in South Australia to treat and inspect SLM host produce

Product:	Plants and parts of plants including, green, leafy or legume vegetables, fresh herbs, fruit with leaves or other attached green material, cut flowers and foliage as listed on the serpentine leaf miner host list.
Treatments:	Spray regime using approved insecticides registered with the Australian Pesticides and Veterinary Medicines Authority.
Pest:	All life stages of serpentine leaf miner *Liriomyza huidobrensis*
Businesses:	Accredited business exporting host material and plant-related products to Western Australia (WA).
Locations:	All areas of South Australia
Exemptions:	Nil

Certification under this procedure may not be an accepted quarantine entry condition for all intrastate and interstate markets. Some intrastate or interstate markets may require additional quarantine certification as a condition of entry. It is the responsibility of the business consigning the produce to ensure compliance with all applicable quarantine requirements.

3 References

Reference List	
Item	**Source**
WI-01: Guidelines for the completion of plant health assurance certificates	https://www.pir.sa.gov.au/__data/assets/pdf_file/0004/72625/ICA-WI-01-Completing-PHACs.pdf
Plant Health Act, 2009	https://www.legislation.sa.gov.au/_legislation-documents/lz/c/a/plant-health-act-2009/current/2009.2.auth.pdf
Plant Quarantine Standards South Australia	https://pir.sa.gov.au/crops-and-plants/market-access-for-plants-and-produce/plant-quarantine-standard-and-updated-conditions
Western Australian Import Requirements Search - WA Import Requirement Summary – Condition C98	https://iaquarantine.dpird.wa.gov.au/regulations.asp?txtcommodity=32&optformat=13&optstate=SA&optregid=C98
SLM Fact Sheet – Plant Health Australia	https://www.planthealthaustralia.com.au/wp-content/uploads/2024/01/Serpentine-leaf-miner-FS.pdf
SLM Fact Sheet - AusVeg	https://ausveg.com.au/app/uploads/2020/12/SLM-Factsheet_V1.pdf
Grower Guide - AusVeg	https://ausveg.com.au/app/uploads/2024/10/Vegetable-Leafminer-Grower-Guide-English.pdf
Information on SLM – Western Australia Department of Primary Industries and Regional Development	https://www.dpird.wa.gov.au/businesses/pests-weeds-and-diseases/animal-pests-diseases/pest-insects/serpentine-leafminer/

4 Definitions

Definition of terms and phrases	
Item	**Definition**
Act	means the Plant Health Act 2009 (the Act).
Approved Insecticide	are those which are registered with the Australian Pesticides and Veterinary Medicines Authority (APVMA) and that contain label instructions relating to treatment of SLM on host produce; and other chemicals for which the APVMA has issued a permit to treat SLM on host produce (as per spray regime).
APVMA	means the Australian Pesticides and Veterinary Medicines Authority.
Audit	means the verification activity for evaluation of conformance or non-conformance with accreditation requirements.
Authorised Inspection Person	means a person who has completed training in the detection and recognition of leaf miner and who is authorised to conduct inspection on behalf of the business.
Authorised Inspector	means an inspector authorised under the Act.
Authorised Signatory	means a person whose name and specimen signature is provided as an authorised signatory on the business's application for accreditation.
Block/Field	means a discrete, recognisable area identified by crop, variety, growth stage or area.
Survey site	means one entire representative plant at a random location within a block.
Business	means the legal entity responsible for the operation of the facility and the arrangement detailed on the business' Application for Accreditation
Certified/Certification	means covered by a valid PHAC.
CA	means Compliance Arrangement.
Consignment	means a discrete quantity of packages consigned to one business at one location at one time, described on one PHAC.
Department, the	means Department of Primary Industries and Regions South Australia (PIRSA).
Host produce	means parts of plants of species listed on the host plant pathway list of the declared pest SLM that are leafy vegetables; fresh herbs; below ground vegetables with leaves; above ground vegetables with leaves; foliage or cut flowers with leaves.

	Excludes: grain; seed; dried plant material including herbs; below ground vegetables without leaves; above ground vegetables without leaves or with leaves removed; legume vegetables; cut flowers without leaves; processed host material; and tissue culture.
Inspection	means the process by which a representative sample is drawn and inspected from the finalised consignment prior to certification.
Inspector	means a person authorised under the Act.
Leafy vegetables	means above ground vegetative parts of plants of host pathways.
Non-conformance	means a non-fulfilment of a specified requirement.
Package	means the complete outer covering or container used to transport and market plants products.
Plant Health Assurance Certificate (PHAC)	means certification issued by an Authorised Signatory of an accredited business.
Segregate	means to keep different types of products physically separated by at least 1.5m or by a physical barrier to prevent cross-contamination, maintain traceability, and uphold certification standards.
Serpentine leaf miner (SLM)	means all life stages of *Liriomyza huidobrensis*.
Treatment Regime	Means the specified treatment, application rate, withholding period (where applicable) and any other parameters prescribed to achieve compliance with the requirements of this operational procedure.
Unit	means a single whole piece of produce / or in the case of pre-packaged leafy vegetable, one individual pre-package.

5 Responsibility

The position titles used reflect responsibilities of staff under this arrangement. 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 **Certification Controller** is responsible for:

- representing the business during audits and other matters relevant to this procedure;
- training staff in their duties and responsibilities under this procedure;
- ensuring the business and staff comply with their responsibilities and duties;
- ensuring the business has current accreditation for this procedure;
- obtaining and reading the Safety Data Sheet (SDS) for the chemical products in use;
- ensuring staff are trained in the use of chemicals, including awareness of SDS;
- ensuring the requirements of WorkSafe are addressed, including the conduct of a risk assessment**; and**
- ensuring all certification of host produce is conducted in accordance with this procedure.

The **Treatment Operator** is responsible for:

- preparation, safe use and disposal of treatment mixtures;
- applying treatment to all host produce within the interval specified prior to dispatch;
- maintaining preparation and treatment records of treatment**; and**
- maintaining treatment equipment.

The **Authorised Inspection Person** is responsible for:

- maintaining inspection facilities and equipment;
- monitoring crops for presence of leaf miner signs or symptoms prior to and during harvest;
- inspecting consignments for presence of leaf miner signs or symptoms prior to consignment;
- immediately advising the Certification Controller of any detection of leaf miner signs or symptoms during a consignment inspection**; and**

- maintaining the crop monitoring and inspection records.

The **Authorised Signatories** are responsible for:

- ensuring, prior to signing and issuing a PHAC, that host produce covered by the certificate has been treated and inspected in accordance with this procedure and that the details on the certificate are true and correct.

The **Authorised Dispatcher** is responsible for:

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

6 Requirement

Host produce certified under this Procedure must meet the following requirements:

1. Weekly crop monitoring of host plants for leaf miner signs or symptoms for at least two weeks prior to the commencement of harvest (at least twice total) and then twice per week for the duration of harvest, with no evidence of leaf miner detected**; and**
2. Treated by an * approved insecticide regime using chemicals currently registered for the control of SLM**; and**
3. Inspected at a rate of six hundred (600) units in each consignment or where there are less than 600 units in the consignment all must be inspected and found free of leaf miner signs or symptoms**; and**
4. Packed and transported under secure conditions which prevent infestation of SLM.

** Approved insecticides are those which are registered with the Australian Pesticides and Veterinary Medicines Authority (APVMA) and that contain label instructions relating to treatment of SLM on host produce; and other chemicals for which the APVMA has issued a permit to treat SLM on host produce.*

Use of any chemical products must be in accordance with the approved label instructions relating to the directions for use, rate of application and any critical use instructions that apply. Chemicals used under APVMA permit conditions must also be used in conjunction with relevant approved label conditions.

The Department of Primary Industries and Regions South Australia 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.

Some produce may be damaged by chemical treatments. Businesses applying chemical treatments should check with experienced persons for any available information. Testing of small quantities is recommended.

The Business must use chemical products in accordance with the instructions included on the products approved label and this Procedure, and follow any first aid, safety, protection, storage and disposal directions on the product label.

Agricultural and Veterinary Chemicals (South Australia) Act 1994 specifies certain chemical use records must be made within 48 hours of use and kept for a minimum of 2 years. Businesses may be required to keep more records of chemical use than as specified by this procedure. Record keeping under this procedure is in addition to the Agricultural and Veterinary Chemical (Control of Use) Regulations record keeping.

Businesses treating produce for fee or reward are required to hold a Commercial Operators.

Following the required treatments in this procedure does not absolve the business from the responsibility of ensuring that treated produce does not contain residue above the Australian Pesticides and Veterinary Medicines Association (APVMA) Maximum Residue Level (MRL).

7 Procedure

7.1 Property Plan

The Certification Controller shall maintain a Property Plan (Attachment 1) for each property on which SLM host produce are grown.

The property plan shall include the following:

- clear identification of the location of fields, discrete blocks and growing facilities (i.e. equipment sheds and fields);
- packing and storage facilities;
- treatment, preparation, inspection and dispatch facilities;
- road access including street name/s**; and**
- internal roadways.

A copy of the property plan/s must be included with the Application for Accreditation.

7.2 Authorised Inspection Persons

The business must train one or more Authorised Inspection Persons in the detection and recognition of leaf miner signs or symptoms. Authorised Inspection Persons must be able to recognise the signs or symptoms of leaf miner infestation of host crops.

7.3 Crop monitoring

All host crops for certification under this procedure must be inspected pre-harvest for leaf miner signs or symptoms.

7.3.1 Crop monitoring records

An inspection record needs to be maintained outlining both positive and negative in-field crop inspection reports. The records are to be created for each inspection and are to contain:

- Block/field identifier aligning with the property plan; and
- produce type; and
- date of inspection; and
- place of inspection; and
- number of plants inspected; and
- name of Authorised Inspection Person.

(refer Attachment 2: Crop Inspection Record)

7.3.2 Crop monitoring procedure

Crop monitoring is to occur weekly for the two weeks preceding harvest then continue twice weekly for the duration of harvest.

Monitoring is to occur at a rate of ten (10) plants per hectare in random locations, at a minimum rate of two (2) plants per block.

A representative host plant at each survey site must be 100% inspected for the presence of leaf miner signs or symptoms.

7.4 Action following detection of leaf miner signs or symptoms

If leaf miner signs or symptoms are detected during crop monitoring, the Certification Controller shall then reject all produce from the block/field inspected from certification for export to sensitive markets.

If this occurs, further crop monitoring pertaining to the block/field with the positive detection is no longer required.

The Authorised Inspection Person shall record the detection of leaf miner signs or symptoms on the Crop Inspection Record (Attachment 2) or records which capture the same information.

Where leaf miner is detected during crop monitoring or end point inspection, the accredited business must immediately implement the following actions:

- Immediately cease certification of produce from the affected production block and isolate any affected product that has not been dispatched.
- Notify PIRSA as soon as possible but no later than one (1) business day.
- Identify all consignments, production blocks, harvest dates and packing runs that may be associated with the detection and maintain records of the traceability investigation.
- The accredited business must conduct and document an investigation to determine the likely cause of the detection. The investigation must consider, where applicable but is not limited to the following:
    - failure to implement the prescribed treatment regime;
    - chemical application failures, including incorrect application rates, coverage, water volumes or mixing;
    - equipment failures, including sprayer malfunction, poor maintenance or calibration issues;
    - potential resistance of SLM populations to the chemicals used in the treatment regime;
    - deficiencies in crop monitoring or pest detection;
    - environmental or seasonal conditions that may have reduced treatment efficacy; and
    - any other factors that may have contributed to the detection.
- PIRSA will review the investigation findings and may conduct its own investigation where considered necessary. Any corrective actions prescribed by PIRSA or identified by the accredited business and accepted by PIRSA, must be implemented before the block can be considered for reinstatement.
- Corrective actions must be implemented as appropriate and may include, but are not limited to:
    - calibration, repair or replacement of spray equipment;
    - review and amendment of spray application methods or timing;
    - implementation of an alternative or revised treatment regime, including rotation to chemicals with different modes of action where appropriate;
    - additional staff training or competency assessment for monitoring, chemical preparation or application;

- review of pest monitoring procedures and inspection frequency; and
- any other actions necessary to address the identified cause and prevent recurrence.

Following completion of corrective actions, additional monitoring must be undertaken to verify the effectiveness of the corrective actions. This must include increased monitoring at a rate of twenty (20) plants per hectare in random locations, at a minimum rate of four (4) plants per block. Monitoring must continue until the accredited business can demonstrate that SLM is no longer detected and the requirements of this operational procedure have been met.

- The treatment regime must be completed before the affected production block is considered for reinstatement.
- All treatment and associated monitoring activities must be recorded.

7.4.1 Reinstatement of Block Eligibility

A production block suspended following detection of SLM may only be reinstated with written approval of PIRSA, where the accredited business has demonstrated that:

- The prescribed treatment regime has been completed.
- Any corrective actions identified during the investigation have been implemented.
- Additional monitoring conducted in accordance with the operational procedure demonstrates that there is no presence of SLM.
- All required records have been completed and are available.

7.4.2 Records

The accredited business must retain records of

- Leaf miner detections.
- Monitoring and Verification activities.
- Reinstatement of block eligibility.

7.5 Treatment

SLM must be treated in accordance with the Treatment Regime (Attachment 8).

The Treatment Operator must use chemical products in accordance with the instructions included on the product's approved label, APVMA permit and this procedure.

All plants for certification must be treated with an approved insecticide* to provide protection from SLM.

* *Approved insecticides are those which are registered with the Australian Pesticides and Veterinary Medicines Authority (APVMA) and that contain label instructions relating to treatment of SLM on host produce;* ***and*** *other chemicals for which the APVMA has issued a permit to treat SLM on host produce.*

Use of any chemical products must be in accordance with the approved label instructions relating to the directions for use, rate of application and any critical use instructions that apply. Chemicals used under APVMA permit conditions must also be used in conjunction with relevant approved label conditions.

> The business must use chemical products in accordance with the instructions included on the products approved label, APVMA permit and this procedure, and follow any first aid, safety, protection, storage and disposal directions on the product label.
>
> Businesses treating produce for fee or reward are required to hold a Commercial Operators Licence.
>
> The APVMA website contains copies of all off label permits that have been issued which approve the use of off label treatments for serpentine leaf miner: www.apvma.gov.au

7.5.1 Treatment Preparation Chart

The Treatment Operator shall maintain a Treatment Preparation Chart (Attachment 5) or similar record in close proximity to the mixture preparation area at the time of making up the spray mixture.

Calculate the weights or volumes of concentrate for the maximum mixture level and each of the incremental volumes marked on the spray tank and record these on the chart.

An individual chart shall be prepared for each treatment used and shall provide the following -

- name of the Chemical Concentrate;
- total volume in litres of the tank when filled to the maximum mixture level mark;
- volume in millilitres (mL) or the weight in grams (g) of concentrate required to achieve the required mixture when filled to the maximum mixture level mark;
- volume in millilitres (mL) or the weight in grams (g) of concentrate required to achieve the required mixture for any incremental volumes used**; and**
- name and signature of the person responsible for the chart and the date of preparation.

7.5.2 Spray Tank

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

7.5.3 Preparing the Treatment Mixture

The Treatment Operator shall:

- add required amount of concentrate to the spray tank in accordance with the manufacturer's directions. Solid concentrates should be mixed with water before adding to the tank.
- fill the spray supply tank with clean water to the incremental volume mark or maximum mixture level mark.
- ensure that the chemical is completely diluted in the water by mixing the tank for a minimum of two minutes before commencing the spray operation. Some equipment may require extended periods of mixing to fully dilute the chemical in the water.
- spray equipment must have a means of continuous mixing of the spray mixture in the spray tank throughout the spray operation to avoid settling or separation of the concentrate. This can be achieved by mechanical mixing devices in the spray tank, or agitation from spray mixture returned via a by-pass from the spray pump.
- record mixture preparation on the Mixture Preparation and Treatment Record (Attachment 6)

> The mixture may contain other chemicals provided they are approved for use and known to be compatible with the concentrate used.

7.5.4 Cover Spray Equipment Maintenance

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

7.5.5 Preparation and treatment records

The Treatment Operator must record details of all chemical preparation and treatments using a Mixture Preparation and Treatment Record (Attachment 6) or a similar record which captures the same information.

The Treatment Operator shall refer to the Treatment Preparation Chart (Attachment 5) to determine the amount of concentrate required to make up the desired quantity of spray mixture.

> Under the Agricultural and Veterinary Chemical (Control of Use) Regulations 2007 there are a number of records that must be maintained which may require additional information to those requirements specified under this accreditation.

7.6 Consignment Inspection

All host produce for certification under this procured must be inspected for leaf miner.

7.6.1 Authorised Inspection Persons

One or more Authorised Inspection Persons shall be trained in the detection and recognition of leaf miner. Following training, these persons can be registered as an Authorised Inspection Person.

The key personnel Training Register records the name, date of training and specimen signature of each Authorised Inspection Person must be maintained by the Business on (Attachment 4). Only persons currently on the register are permitted to conduct leaf miner inspections for the Business under this Procedure.

In addition to the reference photos provided in Attachment 9, Reference Lists additional resources containing information on the identification and symptoms of SLM.

7.6.2 Inspection facilities and equipment

The Business shall maintain the following inspection facilities and equipment:

- an inspection bench or table in an area protected from adverse weather conditions which is:
- constructed of stable, rigid and durable material, i.e. steel, timber or plastic**; and**
- of a reasonable size and height**; and**
- placed in an appropriately ventilated and lit area on a flat, sealed and durable surface, i.e. concrete**; and**
- a hand lens, microscope or other device that provides at least X10 magnification for the observation of suspected pests**; and**
- reference illustrations and photographs for recognition of leaf miner.

The Authorised Inspection Person shall carry out regular checks of the inspection facilities and equipment to ensure it continues to operate effectively and remains free from damage or excessive wear.

7.6.3 Segregation of plants and plant products

The Business shall maintain an area within the facility for plants and plant products that have ‘passed’ inspection. Marking each package as ‘passed’ will enable rapid identification and segregation.

The Business shall identify by signage an area within the facility for segregating plants and plant products which has 'failed' an inspection for freedom from serpentine leaf miner. If leaf miner is detected during the inspection the Certification Controller shall then reject and segregate all produce in the consignment that has been presented for inspection.

7.6.4 Consignment inspection procedure for leaf miner

All produce in a consignment for certification shall be presented for inspection.

Prior to selecting a sample for inspection, the Authorised Inspection Person will ensure that the entire consignment is available in the designated inspection area for inspection.

Each consignment of produce to be certified must be randomly sampled at the rate of 600 units per consignment and found free of leaf miner signs or symptoms. Where there are less than 600 plants in the consignment all must be inspected.

100% of the produce from each sample package must be inspected for freedom from leaf miner signs or symptoms. Each plant or plant product must be thoroughly inspected on both sides of the leaves, flowers and stems by an Approved Inspection Person and found free of leaf miner infestation including adult, nymph or egg.

The Authorised Inspection Person shall ensure that plants and plant products are inspected as close as practicable and not more than 48 hours prior to the time of dispatch from the facility. All plants and plant products shall be inspected individually. Inspection must be conducted after the consignment has been consolidated but prior to certification and dispatch.

7.6.5 Identification of Sample Packages (PPS Number)

Sample packages shall be sequentially numbered during packing.

The Authorised Inspection Person shall identify each sample package by placing a stamp or sticker with the lettering PPS Number (Packed Product Sample Number) on the exposed end of the package and mark on or below the identifier the sequential sample number the date and their initials prior to returning it to the pallet.

The sample packages examined by the Authorised Inspection Person shall be stacked on the pallet with the PPS Number visible on the outside of each pallet packed for under this procedure.

7.6.6 Packed product inspection record

The Authorised Inspection Person shall complete the Produce Inspection Record (Attachment 7) to capture the following details:

- any unique details on the packages within the consignment which identifies the consignment, i.e. name and address of grower and/or packer**; and**
- produce type**; and**
- date of inspection**; and**

- place of inspection**; and**
- number of packages inspected**; and**
- name of Authorised Inspection Person**; and**
- the total number of packages in the consignment.

Inspection records shall be in the form of a Produce Inspection Record (Attachment 7) or records which capture the same information.

The Authorised Inspection Person shall ensure that the samples taken for inspection are a representative sample of the whole consignment.

7.7 Post inspection security and identification

7.7.1 Security

The Business shall ensure certified host produce are securely packaged during transport to the consignee to prevent reinfestation of SLM.

Host produce must be maintained in secure conditions immediately following inspection until dispatched from the facility.

Secure conditions must be meet one of the following conditions:

- unvented packages; or
- vented packages with the vents secured with gauze/mesh with a maximum aperture of 1.0 mm; or
- fully enclosed under tarpaulins, hessian, shade cloth, mesh or other covering which provides a maximum aperture of 1.0 mm; or
- fully enclosed or screened buildings, rooms, vehicles or other facilities free from gaps or other entry points greater than 1.0 mm.

8 Dispatch

The Authorised Dispatcher shall ensure that all certified host produce has been treated and inspected and are clearly identified and can be referenced to the Mixture Preparation and Treatment Record (Attachment 6) and Produce Inspection Record (Attachment 7).

8.1 Package Identification

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

- the Interstate Produce (IP) number of the accredited business;
- the words “MEETS CA-47”;
- the name of the host produce**; and**
- the date (or date code) on which the produce was packed.

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

8.2 Plant Health Assurance Certificates

The Authorised Dispatcher shall ensure a PHAC is completed and signed by an Authorised Signatory of the business prior to the consignment of produce (refer Attachment 3).

Certificates shall include:

- in the ‘Accredited business that prepared the produce’ section:
  - the name and address of the accredited business that packed the produce;
- in the ‘Certificate details' section:
  - the IP No. of the accredited business that prepared the produce;
- in the ‘Packages and Produce details’ section:
  - the number of units per package, and package type (i.e. 4 pots in one box)**; and**
- in the “Grower or Packer’ section:
  - the name and physical address of the grower.

NOTE: Where there is insufficient room to list each host produce category in the plant/product name section, the words “See Attachment” can be written and an attachment sheet securely attached to each copy of the PHAC.

- in the “Additional Certification” section –
  - Meets CA-47

Certificates shall be completed, issued and distributed in accordance with WI-01: Guidelines for the completion of Plant Health Assurance Certificates.

8.3 Distribution of Plant Health Assurance Certificate

- The **original** (yellow copy) must accompany the consignment.
- **duplicate** (white copy) must be retained by the business.

9 Accreditation

9.1 Application for Accreditation

A business seeking accreditation under this procedure must make an Application for Accreditation at least 10 working days prior to the intended date of commencement of certification of produce.

9.2 Audit process

9.2.1 Initial audit

Prior to accrediting a business, an Authorised Inspector must conduct an initial audit of the business to verify the system is implemented and capable of operating in accordance with the requirements of the procedure, and the system is effective in ensuring compliance with the specified requirements of the arrangement.

The Business **must** demonstrate the training and competency of nominated Authorised Inspection Persons in the identification of leaf miner signs or symptoms and their inspection technique.

On completion of a successful initial audit, applicants will be granted provisional accreditation and issued a Certificate of Accreditation.

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 system is operating. A compliance audit is conducted:

- within four (4) weeks of the initial audit and accreditation or issue of the first PHAC**; and**
- within twelve (12) weeks of the business being re-accredited**; and**

- in the case of a business operating for more than six (6) months of a year, between six (6) and nine (9) months after accreditation or re-accreditation.

Upon completion of a successful initial compliance audit, accreditation is granted to cover the current season, up to a maximum of twelve (12) months.

Unscheduled compliance audits may be conducted at any time to investigate reported or suspected non-conformances.

9.2.3 Re-Accreditation

Accredited businesses are required to re-apply for accreditation each year the business seeks to operate under the arrangement. Businesses seeking re-accreditation must lodge a renewal application prior to accreditation lapsing, or if accreditation has lapsed, prior to commencing further certification of produce under the arrangement.

9.3 Certificate of Accreditation

An accredited business will receive a Certificate of Accreditation detailing the facility location, procedure, scope (type of produce covered) and period of accreditation. This Certificate of Accreditation will also detail which interstate markets the business is permitted to send to.

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

A business may not commence or continue certification of produce under this arrangement unless it is in possession of a valid and current Certificate of Accreditation for the procedure and produce type covered by the Plant Health Assurance Certificate.

9.4 Non-conformances and Sanctions

9.4.1 Non-conformances

Audits are regularly undertaken to evaluate the effectiveness of implementation of procedure 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 Non-conformance Report (NCR). Actions required to address the non-conformance must be discussed and recorded on the NCR.

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

9.4.2 Incident Reports

Incident Reports may be raised by interstate quarantine authorities to report the detection of a non-conformance in produce certified under this arrangement. An investigation into the incident must be conducted and findings reported back to the originator.

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

9.4.3 Suspension and Cancellation

PIRSA 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 PIRSA;
- contravened a requirement that compromises the integrity of the arrangement**; and**
- not rectified a non-conformance.

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

9.4.4 Prosecution

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

9.5 Charging Policy

The business will be charged for all audit and investigation activities and an annual accreditation fee.

A fee will be charged for all scheduled audits conducted. Unannounced audits will not be charged. PIRSA can be contacted for a schedule of fees.

10 Records and Document Control

System records and documentation must be made available on request by an Authorised Inspector.

10.1 System Records

The business must maintain the following records:

- Current Property Plan;
- Treatment Preparation Chart;
- Preparation and Treatment Records;
- Consignment Inspection records;
- Key Personnel Training Register**; and**
- A duplicate copy of each Plant Health Assurance Certificate issued.

Records shall be retained for at least 24 months from completion, or until the next compliance audit of this arrangement, whichever is the later.

Under the Agricultural and Veterinary Chemical (Control of Use) Regulations 2017 there are a number of records that must be maintained for a period of 2 years, and which may require additional information to those requirements specified under this accreditation.

10.2 System Documentation

The business must maintain the following documentation:

- a copy of the business's current endorsed Application for Accreditation;
- a copy of each endorsed Authorised Signatory form(s);
- a current copy of this Operational Procedure**; and**
- a current Certificate of Accreditation.
- Records prescribed under this procedure

11 Attachments

Attachments	
Attachment No.	**Attachment Name**
Attachment 1	Property Plan
Attachment 2	Crop Inspection Record
Attachment 3	Plant Health Assurance Certificate
Attachment 4	Training Register
Attachment 5	Treatment Preparation Chart
Attachment 6	Mixture Preparation and Treatment Record
Attachment 7	Produce Inspection Record
Attachment 8	Treatment Regime
Attachment 9	Treatment Regime – Cut flowers only
Attachment 10	Reference photos
Attachment 11	Application form

Attachment 1: Property Plan

		PP No:
Grower Name:		
Property address:		
Property Contact Details *(If different than those on Application form)*	Name:	Email:
	Mobile:	Telephone:
Grower / Supplier CAA (S) Number	***Example:*** *S1234-01-CA30*	

*You **must** supply <u>either</u> **1.** Valuation Number(s); **or 2.** Title (s) **or 3.** Hundred, Plan and Parcel details. Any forms which do not contain this information will be returned for correction*

Property Valuation Number(s) *(Ten digit valuation number from council or water rates NOT the property value)*	
Title(s) *(CT or CL Number)* *CT = Certificate of Title, CL = Crown Lease*	
Hundred(s)	
Plan(s) *(FP or DP number if applicable*	
Parcel(s) *(Section or Allotment Number)*	

Note: A **Property Plan** (overleaf) must be included for each property covered by the Business' Interstate Certification Assurance arrangement.

The **Property Plan** must include the following:

a. the location of all blocks on which host produce is planted;
b. the block reference code or number used to identify each block;
c. the type of host produce grown on each block;
d. the cultivar and number of plants on the block
e. road access including street name/s;
f. internal roadways within the property;
g. the location and identification of buildings on the property (e.g., house, packing shed, equipment sheds, etc.).
h. whether it is intended to certify host produce harvested from the block under the CA agreement.

Complete the following details for each block shown on the Property Plan			
Block reference Code or No.	***Name used on farm for the block***	***Variety of host produce***	***Number of trees***


Indicate North

Attachment 2: Crop Inspection Record

Crop Inspection Record						
Date	Block/ field UID	Place of inspection	Produce type	No. plants inspected	Name of Inspection Person	Negative/ positive

Primary Industries and Regions South Australia is collecting the information in this for to determine the pest status for **Serpentine leaf miner** on this property. This information may be given to other government agencies for the purpose of supporting claims of treatment and inspection of produce for SLM. Your personal information will not be disclosed to any other parties unless authorized or required by law.

Attachment 3: Plant Health Assurance Certificate - EXAMPLE

Certificate Number	

IP Number	Facility No.	Arrangement Code

Consignment Details (Please print clearly and initial any changes)

Consignor	Consignee
Name	Name
Address	Address

Reconsigned To
(Splitting consignments or reconsigning whole consignments)

Name
Address

Method of Transport
(Provide details where known)

☐ Road Vehicle Details Reg. No.
☐ Rail Consignment no.
☐ Air Airline/Flight no.

Certification Details

Accredited Business that Prepared the Produce (as IP# above)

Name
Address

Grower (as marked on packages)

Name
Address

(for ICA-39 each source property must have a current Property Approval)

Brand Name or Identifying Marks (as marked on packages)

Date Code (as marked on packages)

No. of Packages	Type of Packages (eg. trays, cartons)	Type of Produce	Authorisation for Split Consignment

Date	Treatment	Chemical (Act. Ingredient)	Concentration	Duration and Temperature

Additional Certification

(Apply ICA Stamp here)

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

Attachment 4: Training Register

Training register							
This Record Sheet is to be used for the purpose of documenting and verifying CA-47 training for Authorised Inspection Persons at the accredited business.							
Name of Business:							
Operational Procedure:					**Version:**		
Position	**Full name of occupier**	**Name of course**	**Date training completed**	**Signature of Employee**	**Signature of Trainer**	**Signature of Certification Controller**	**Checked by PIRSA Inspector (Y/N)**
Certification Controller							
Backup Certification Controller							
Product Controller							
Authorised Dispatcher							
Authorised Signatory							
Treatment Operator							
Authorised Inspection Person (including contractors)							
Other							
Primary Industries and Regions South Australia is collecting the information in this for to determine the pest status for **Serpentine leaf miner** on this property. This information may be given to other government agencies for the purpose of supporting claims of treatment and inspection of produce for SLM. Your personal information will not be disclosed to any other parties unless authorized or required by law.							

Attachment 5: Treatment Preparation Chart

Treatment Preparation Chart	
Active Ingredient	
Chemical Concentrate (in g/L or g/km)	
Full Tank Volume (Litres)	
Concentrate required for Full Tank (ml/g)	
Balance Calibration (applicable for solid concentrate only)	
The balance used was calibrated today, prior to calibration, using 3 known weights and verified as being accurate within, AND/- 1% of the total load range.	Y/N
_____mg/g concentrate/_____Litres mixture	
_____mg/g concentrate/_____Litres mixture	
_____mg/g concentrate/_____Litres mixture	
_____mg/g concentrate/_____Litres mixture	
_____mg/g concentrate/_____Litres mixture	
I prepared the treatment mixture in accordance with the above information;	

Printed name:	**Signature**	**Date**

Attachment 6: Mixture Preparation and Treatment Record

Mixture Preparation and Treatment Record										
Date of Preparation / Application	ACTIVE INGREDIENT	Label Strength Of Active Ingredient, in g/L or g/kg	Concentrate Added (mL or g)	Volume of Mixture (Litres)	OTHER PESTICIDES OR ADDITIVES	Equipment Used	Treatment Lot No.	Quantity of Plants Treated	Spray Operator's Name	Signature
Primary Industries and Regions South Australia is collecting the information in this for to determine the pest status for **Serpentine leaf miner** on this property. This information may be given to other government agencies for the purpose of supporting claims of treatment and inspection of produce for SLM. Your personal information will not be disclosed to any other parties unless authorized or required by law.										

Attachment 7: Produce Inspection Record

Produce Inspection Record								
Consignment UID	PPS No.	Produce type	Date of inspection	Inspection location	No. packages	Authorised Inspection Person	Total No. packages	No. detections

Primary Industries and Regions South Australia is collecting the information in this for to determine the pest status for **Serpentine leaf miner** on this property. This information may be given to other government agencies for the purpose of supporting claims of treatment and inspection of produce for SLM. Your personal information will not be disclosed to any other parties unless authorized or required by law.

Attachment 8: Treatment Regime

SLM Treatment Regime											
Schedule	**PER #**	**Product**	**Active Ingredient**	**Mode of Action Group**	**Rotation Strategy**	**SLM Control**	**Crop**	**Rate**	**WHP**	**Spray interval**	**Notes**
1	PER81867	Diptex®	Cyromazine 150g/kg	Group 17	Spray 1 - Early Infestation	Larval control (IGR – strong on early instars)	Broccoli Fruiting vegetables – cucurbits Fruiting vegetables – other than cucurbits (excluding mushrooms and corn) Head lettuce Legume vegetables Root and tuber vegetables Stalk and	1 kg/ha or 150g/100L	7	≥7 days	Observing applicable withholding periods as per the label or APVMA permit PER81867 prior to harvest and conducted in accordance with the chemical product label and applicable

							stem vegetables				APVMA permit.
2	PER96481	Vertimec Miticide/Insecticide & Vantal Upgrade Miticide/Insecticide	Abamectin 18g/L - Vertimec and Abamectin 36g/L - Vantal Upgrade	Group 6	Spray 2 - Translaminar Knockdown	Larval control (good translaminar activity)	Fruiting vegetables – cucurbits, Fruiting vegetables – other than cucurbits (except sweet corn and mushrooms), Leafy vegetables (except lettuce), Legume vegetables, Root and tuber vegetables, Bulb	18 g/L product : 1.2 L/ha 36 g/L product : 600 mL/ha. Bulb vegetables except Bulb onions 18 g/L product : 600mL/ha 36 g/L product	Crop dependent	7-14 days	Observing applicable withholding periods as per the label or APVMA permit PER96481 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.

							onions, Cabbage (head), Celery and Rhubarb. Bulb Vegetables except Bulb onions (including leeks, spring onions) Field and Protected cropping	: 300 mL/ha			
2	PER87563	Proclaim Opti	Emamectin 44g/kg	Group 6	Spray 2 - Translaminar Knockdown	Translaminar	Brassica Vegetables - Brocolli, Brussels sprouts, cabbage, cauliflower	250 - 300 g/ha	3 days	7-14 days	Observing applicable withholding periods as per the label or APVMA permit PER87563 prior to harvest and conducted in

											accordance with the chemical product label and applicable APVMA permit.
2	PER94854	Simodis	Isocycloseram 100g/L	Group 30	Spray 2 - Translaminar Knockdown	Larval control (good translaminar activity)	Celery, Baby Leaf Spinach, Baby Leaf Lettuce, Kale, Open Leaf Lettuce, Parsley and Coriander Shallots and Leek Tomato and Capsicum. Field and protected grown crops	300 mL/ha	Crop dependent	7 days	Observing applicable withholding periods as per the label or APVMA permit PER94854 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.

3	PER93849	Benevia, Exirel	Cyantranilip role 100g/L	Group 28	Spray 3 - Systemic Diamide	Transla minar	Bulb vegetables, fruiting vegetables, cucurbits, potatoes	750 mL/ha	Crop depen dent	≥7 days	Observing applicable withholding periods as per the label or APVMA permit PER93849 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
3	PER87631	Coragen®	Chlorantrani liprole 200g/L	Group 28	Spray 3 - Systemic Diamide	Larval control (system ic/transl aminar)	Spinach and Silverbeet	150–300 mL/ha	3	7 days	Observing applicable withholding periods as per the label or APVMA permit

											PER87631 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
4	PER94451	Success Neo	Spinetoram 120g/L	Group 5	Spray 4 - Spinosyn Rotation Break	Contact & translaminar	Brassica vegetables - Broccoli, cabbage, cauliflower, Brussels sprouts, Pak choi, Bok choi, Choi sum, Chinese broccoli (Gai lum/Gai lan/Kai lan), Chinese	400 mL/ha + non-ionic wetter	3 days	7-14 days	Observing applicable withholding periods as per the label or APVMA permit PER94451 prior to harvest and conducted in accordance with the chemical

							cabbage (Pet sai/Wong bok/Haksuk ai), Mibuna, Mustard spinach (Komatsuma), Kale, Indian mustard, Kai choi, Gai choi/Amsoi, Tat soi and Leafy mustard				product label and applicable APVMA permit.
4	PER96806	Entrust	Spinosad 240g/L	Group 5	Spray 4 - Spinosyn Rotation Break	Contact & translaminar	Cucurbits; including cucumber melon squash zucchini, Culinary Herbs, Fruiting vegetables; including Eggplant, Okra,	400 mL/ha or dilute 40 mL/100 L	3 days. Tomato, Stalk & Stem vegetables, celery rhubarb: 1 day.	Crop dependent	Observing applicable withholding periods as per the label or APVMA permit PER96806 prior to harvest and conducted in

							Peppers (Sweet – capsicum, Chilli), Tomato, Leafy vegetables; including Lettuce, Endive, Silverbeet, Spinach, & Brassica leafy, vegetables, Legume, vegetables, (succulent seeds, and immature pods only); including bean pea, snow pea, sugar snap pea, Root and tuber vegetables; including Beetroot,				accordance with the chemical product label and applicable APVMA permit.

							Carrot, Celeriac, Galangal, Parsnip, Potato, Radish (incl. Daikon) Sweet potato, Swede Turnip 400 mL/ha 3 days. Stalk & Stem vegetables; Celery Rhubarb 400mL/ha 1 day. Nursery (Non Bearing)				

Attachment 9: Treatment Regime for Cut Flower only

SLM Treatment Regime – Cut Flower only

Schedule	PER #	Active Ingredient	Mode of Action	Rotation Strategy	SLM Control	Rate	WHP	Spray interval	Notes
1	PER91811	Cyromazine 100g/kg	Group 17	Spray 1 - Early Infestation	Larval control (IGR – strong on early instars)	95 g/100 L or 950 g/ha	Do not use on plants grown for human or animal consumption	≥7 days	Observing applicable withholding periods as per the label or APVMA permit PER91811 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
1	PER91811	Cyclaniliprole 50g/L	Group 28	Spray 1 - Early Infestation	Larval control	120-200 mL/100L	Do not use on plants grown for human or animal consumption	≥10 days	Observing applicable withholding periods as per the label or APVMA permit PER91811 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
1	PER91812	Diflubenzuron 250g/kg	Group 15	Spray 1 - Early Infestation	Larval control	30-60 g/100 L	Do not use on plants grown for human or animal consumption	Not specified in the permit	Observing applicable withholding periods as per the label or APVMA permit PER91812 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.

2	PER91812	Abamectin 18g/L	Group 6	Spray 2 - Translaminar Knockdown	Larval control (good translaminar activity)	60-120 mL/100 L or 0.6-1.2 L/ha	Do not use on plants grown for human or animal consumption	7-14 days	Observing applicable withholding periods as per the label or APVMA permit PER91812 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
2	PER91812	Emamectin 44g/kg	Group 6	Spray 2 - Translaminar Knockdown	Translaminar	25-30 g/100 L or 250-300 g/ha	Do not use on plants grown for human or animal consumption	7-14 days	Observing applicable withholding periods as per the label or APVMA permit PER91812 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
2	PER91812	Abamectin 18g/L + chlorantraniliprole 45g/L	Group 6 + Group 28	Spray 2 - Translaminar Knockdown	Translaminar	55-75 mL/100 L	Do not use on plants grown for human or animal consumption	7-14 days	Observing applicable withholding periods as per the label or APVMA permit PER91812 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
3	PER91811	Cyantraniliprole 100g/L	Group 28	Spray 3 - Systemic Diamide	Translaminar	50–75 mL/100 L or 500-750 mL/ha	Do not use on plants grown for human or animal consumption	≥7 days	Observing applicable withholding periods as per the label or APVMA permit PER91811 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.

3	PER91806	Indoxacarb 300g/kg	Group 22A	Spray 3 - Oxadiazine Rotation	Translaminar	17-25 g/100 L or 170-250 g/ha	Do not use on plants grown for human or animal consumption	≥7 days	Observing applicable withholding periods as per the label or APVMA permit PER91806 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.
4	PER91811	Spinetoram 120g/L	Group 5	Spray 4 - Spinosyn Rotation Break	Contact & translaminar	40 mL/100 L or 400 mL/ha	Do not use on plants grown for human or animal consumption	≥7 days	Observing applicable withholding periods as per the label or APVMA permit PER91811 prior to harvest and conducted in accordance with the chemical product label and applicable APVMA permit.

Attachment 10: Reference photos



Figure 1 Leaf miner larvae



Figure 2 Leaf miner on tomato

Government of South Australia
Biosecurity SA

ACCREDITATION / REGISTRATION APPLICATION
Plant Health Act 2009
ICA/CA Accreditation Sec 16 / Registration Sec 26

ICA / CA / IR

Attachment 11: Application form

Complete clearly and return to PIRSA Biosecurity SA - Plant Health Operations, 33 Flemington St, Glenside SA, 5065. Or email scanned completed copy to pirsa.planthealthmarketaccess@sa.gov.au (Please print. See Conditions / Application Instructions on pages 2 and 3 of this Application.)

Type of application being made (Tick or mark one): **Annual Return** **New** **Amendment**

NOTE; This application can only cover one Procedure (Arrangement) at one Facility

Has Business previously been registered for movement of produce? ☐ Yes ☐ No
If yes, provide Interstate Produce (IP) Number (& Facility number).

S					-	

Operational Procedure / Arrangement (#Arrangement details must be included - see note on page 3)

ICA/CA/IR Number	Title of Arrangement Operational Procedure or Registration *
CA-47	**Crop monitoring, Treatment and Inspection of produce for Serpentine Leaf miner**

Tick box if you wish this application to apply to both CA01/(IVCA) and IR01? ☐ yes

Applicant Details.

Type of Ownership of Business. (Tick or mark one)

☐**Individual** ☐**Partnership** ☐**Incorporated Company** ☐**Cooperative Association** ☐**Trust** ☐**Government**

Individual Name:	**Last Name**		**First Name**	
Business Name:				
Postal Address **Line 1:**			**Line 2:**	
Suburb:			**State:**	**Postcode:**
Partner Names:	**Last Name**		**First Name**	
(Provide additional partners on a separate sheet)	**Last Name**		**First Name**	
	Last Name		**First Name**	
Other Trading Names:				
ABN / ACN Number:				

Have you, any Partner or Director of the Business or anyone in a Management role been convicted of an indictable offence or other offence involving dishonesty in the past five years? **(answer by circling / marking appropriate box).** Yes / No

A Company must attach a copy of *Certification of Incorporation* with new applications.
A Co-operative Association must attach a copy of *Certificate or Registration* to new applications

Certification is attached

Facility / Accreditation Details

Facility Address **Line 1:**		**Line 2:**	
Suburb:		**State:**	**Postcode:**
Accreditation Contact:	**Last Name**	**First Name**	
Position:			
Property Valuation No.:		**Section:**	**Hundred:**
Contact Details:	**Phone:**	**Mobile:**	
	Fax:	**Email:**	
Postal Address		**Line 2:**	
Postal Suburb		**State:**	**Postcode:**

Persons Permitted to Sign or Verify Plant Health Certification

Role	Last Name	Given Name(s)	Specimen Signature
Certification Controller / Responsible Person			
Backup Cert Controller / Responsible Person			
Authorised Signatory / Responsible Person			
Authorised Signatory / Responsible Person			

Products Certified / Imported:
(List all fruit & vegetable types, machinery, grapevines or nursery stock)

Seasonal Operator: (tick or Y = Yes) NO ☐ YES ☐ **If yes, indicate operating months**

Importing Details

Consignments per year

States of Origin: (tick or Y = Yes)

	Nursery Membership Y= Yes / N= No	NGISA		NIASA		AGCAS	
QLD	VIC	WA	NSW	NT	TAS	Overseas	

ENSURE YOU ALSO COMPLETE AND SIGN SECOND PAGE

Product / Certification Assurance Records and Methodology

The business must carry out the necessary responsibilities and duties and maintain records strictly in accordance with the applicable Operational Procedure unless permission to use different records/methods is requested below and is granted and endorsed by PIRSA Biosecurity SA - Plant and Food Standards on this form.

I hereby request to use the following alternative or additional records/methods detailed below.

	Granted by PIRSA ☐
	Inspector Initials / Stamp

PIRSA STAMP

I / We the undersigned applicant(s) do hereby declare that the information provided herein is accurate to the best of my/our knowledge and belief and make this application on my behalf, or on behalf of the above-mentioned business as a representative appointed to do so.

*Name of Partner / Director (print)	Designation	Signature	Date
			/ /
			/ /
			/ /
			/ /

Note: Where applicants are members of a partnership, each partner must sign the application.
For corporations/associations a Director, Company Secretary or Manager with legal authority to sign for the company must sign.
Use the following checklist to ensure you have provided key information to enable the application to be processed.

☐ You, All Partners or Director have signed above. ☐ All Responsible Persons have signed page 1. ☐ ABN is provided.
☐ Type of ownership indicated. ☐ Copy of Company Certification attached (new applicants).
Applicants must provide an Annual Return on the prescribed form each year they are accredited.
Incomplete applications will delay processing as they will need to be returned.
Please direct any queries regarding this application or the Accreditation/Registration to the Market Access Officer on 8207 7814.

Office Use Only

DESK AUDIT **Passed** **Not Passed** because ……

Alternate record-keeping granted Yes No .....

…….. …….. ..... / ….. / …..

Name of Desk Auditor (please print) Signature of Officer Date PIRSA STAMP

Conditions of Accreditation S16 / Registration S26

For the purposes of this accreditation / registration the following conditions may apply:

- The applicant must operate in full accordance with the Act and for ICA/CA Arrangements with the applicable Operational Procedure, which includes maintenance and provision of prescribed records for regular audit.
- The applicant is responsible to ensure that staff undertaking responsibilities required of the accreditation are adequately trained to do so.
- The frequency and number of audits will be determined by the Minister and carried out by persons authorised by the Minister.
- All fees for audits and inspections will be set by the Minister and the costs borne by the accredited person or business.
- The applicant will receive a Certificate of Accreditation / Registration which must be prominently displayed at the Business Facility.
- Restrictions may be imposed on the type of product an importer may bring into South Australia.

A copy of the relevant Operation Procedure or Act can be viewed or downloaded from – www.pir.sa.gov.au/ica

Issue of Assurance Certificates / Registration of Importers / Verification of Product

The Plant Health Act 2009 requires any person issuing a Plant Health Assurance Certificate (PHAC) to be accredited to do so. Penalties apply. (see section 25).

The Plant Health Act 2009 requires any person bringing or introducing plant or plant related products into SA to be registered (section 26) and imported products require verification. It is an offence to import without being registered or to fail to have imported product verified. Penalties apply (see sections 7, 25 and 33).

Only an accredited person may issue an assurance certificate (PHAC) or verify imported products (ie verify that an assurance certificate or other document relating to a plant or plant related product under a corresponding law complies with the requirements of the corresponding law). It is an offence to issue a Plant Health Assurance Certificate or verify imported product without being accredited. Penalties apply (see sections 7, 25 and 33).

ENSURE YOU ALSO READ PAGE 3

Application Notes

The form must be fully completed by an Applicant on their behalf or on behalf of a legal entity/business that they have authority to represent. Partnerships require all partners to sign.
Attach a separate page if there is insufficient space available for all required details. (Late fees apply for Annual Returns)

Operational Procedure / Arrangement

The ICA / CA / IR number and name you are seeking Accreditation/Registration for must be entered here.
E.g. ICA23, CA01 etc. Applications without these details will be delayed or not processed. (You may make application for both CA01/(IVCA) and IR01 by ticking the YES box)

Applicant Details

- **Type of Ownership** shall be either – Individual, Partnership, Incorporated Company, Co-operative Association, Trust or other legal entity. (It may not be a Family Trust).
- **Name of the Legal Entity** either Individual, Business, Corporation, Association or Trust (if a Family Trust a trustee representing the Trust). Use attachment if insufficient room.
- **Address**; physical address of business is required
- **Partner Names**; all partners names must be provided.
- **Other Trading Name(s);** List any other trading names used. Use attachment if insufficient room**.**
- **ABN / ACN Number;** ABN is the Australian Business Number.
- **Convictions;** Need to answer whether you, or any Director of the business or anyone in a Management role been convicted of an indictable offence or offence involving dishonesty in the past five years? This question must be answered. If it is not, the application will not be processed.

Facility/ Accreditation Details

- **Facility Address / Location;** Clearly indicate the location or physical address details where product will be prepared/verified that will enable a PIRSA officer to easily locate the premises. (Usually the registered address of the business).
- **Contact:** Name and role of the principal contact to be used in regard to the accreditation/Registration.
- **Property Valuation Number and Section and Hundred;** Must clearly indicate the Property Valuation Number, Section and Hundred of the property. These are available from the Council rate notice.
- **Postal Address;** A mailing address may be provided for posting of all correspondence.

Persons Permitted To Sign or Verify Plant Health Certification

- **Role;** The role of the person able to verify product on behalf of the accredited business.
- **Names;** The full name and specimen signature of each of these persons.

Product Details

- **Products Certified / Imported;** Indicate the imported product / equipment / machinery you expect to certify/verify using this procedure.
- **Seasonal Operator;** Indicate whether seasonal operation will apply and if so what months.
- **Consignments per year;** Importers to provide estimate number of consignments per year
- **Nursery Membership;** Nurseries to provide membership details
- **States of Origin;** Provide a yes for States that product is expected to come from.

Product / Certification Assurance Records and Methodology

- Complete only if you wish to maintain records in alternate method to that specified in Procedure.

Authorising / Signing

The Applicant (individual, all partners or company director/senior manager) must sign acknowledging they represent the business seeking accreditation and the information is accurate. It is an offence under section 51 of the Plant Health Act 2009 to make a false or misleading statement (whether by reason of the inclusion or omission of a particular) in an application made or information provided. Penalties apply.
Separate applications are required for each accreditation / registration. (i.e. ICA, CA, IVCA, Importer etc) see www.pir.sa.gov.au/ica

Please direct queries regarding this Application, Accreditation or Registration to the Market Access Officer on 8207 7814.

Manager, Market Access & Systems, PIRSA Biosecurity SA - Plant Health.