



Australian Government

Department of Agriculture,  
Fisheries and Forestry

# Avocado workshop

## Accredited property registration and protocol requirements

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# Summary

- Horticulture Exports Program
- 2023 Application for accreditation & key dates
- Japan official in-season audit/Thailand audit
- Accredited Properties - Farms and Packhouses Requirements
- Accessing export related documents etc.
- Audits process



# What we do – Horticulture Exports

- Ensure horticulture exports meet:
  - Australia's export legislation
  - importing country requirements
  - international obligations
- Develop policy
- Provide advice
- Facilitate trade



# 2023 - Application for accreditation of farms and packhouses

- Industry Advice Notice released on 27 March 2023
- Key points
  - Application online
  - Farms and packhouse must be registered
  - Entities subject to audit by the department (pre-season or in-season)
  - Entities subject to verification visit by MAFF/DOA
  - List of records farm/packhouse
  - Crop monitor training

# Industry Advice Notices



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## Export Industry Advice Notices - Plant Export Operations

Interested stakeholders are encouraged to [subscribe](#) to the Industry Advice Notice (IAN) email notification system to receive announcements and updates on issues concerning the export of plants and plant products from Australia.

The **Plant Exports - Grain** subscription covers grains, pulses, oil seeds, seeds for sowing, nuts, mung beans, coffee beans, stock feed, seaweed, sugar, tea, tobacco leaf, logs, timber, wood packing, soil, fertiliser, lucerne pellets, mulch (bagged), orchid mix, compost, plant based pellets, potting mix, sand, seed raising mix, and dried and/or processed vegetables, flowers, herbs and spices for consumption only.

The **Plant Exports - Hay and Straw** subscription covers compound feed, chaff, fodder, mixed fermented feed, hay, kenaf, straw, sugarcane tops, mulch (baled), mushroom growing substrate (baled), peat, peat moss and sphagnum moss.

The **Plant Exports - Horticulture** subscription covers cut flowers and foliage, nursery stock, dried flowers and foliage, dried fruit, bulbs, corms, rhizomes, runners, stolons, tubers, budwood, cuttings, pollen, tissue cultures, advanced plants, advanced runners, rooted cuttings, trees and tubestock.

The **Plant Exports - Fresh Fruit and Vegetable** subscription covers fresh fruit and vegetables.

The **Plant Exports - Registered Establishments** subscription covers premises registered to prepare goods for export, export compliant goods storage and quality system recognition.

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[Plant Export Industry Advice Notices email notification system](#)

- [Export Industry Advice Notices 2021](#)
- [Export Industry Advice Notices 2020](#)
- [Export Industry Advice Notices 2019](#)
- [Export Industry Advice Notices 2018](#)
- [Export Industry Advice Notices 2017](#)
- [Export Industry Advice Notices 2016](#)
- [Export Industry Advice Notices 2015](#)
- [Export Industry Advice Notices 2014](#)

# Key dates

- Online applications close on **14 April 2023 (Late applications not accepted)**
- Crop monitors complete training & assessment by **14 May 2023**
- Early season exporters audits will commence from **23 May 2023** and for late exporters from **mid July 2023**
- **In-season audits from mid July – October 2023**
- Exports to commence once MAFF approves the AP lists/accreditation provided by department.
- List 1 – provided to MAFF **early June**
- List 2 – provided to MAFF end of **July/early August**

# Japan official in season audit

- Protocol requirement Japan Ministry of Agriculture, Forestry and Fisheries will visit during the season **(coming season visit will likely be in November, 2023)**
- very detail orientated, will reference protocol requirements
- orchard hygiene important (fallen fruit, weed and grass control)
- farm block and packhouse identification numbers (accreditation numbers) will be cross-referenced
- traceability of fruit from farm block to export carton with correct labelling. Harvest and product security times
- will look for state gov fruit fly traps (if located in orchard)



**MAFF**

Ministry of Agriculture, Forestry and Fisheries





# Thailand official in season audit



- Protocol requirement - Thailand Department of Agriculture (DOA) conduct onsite verification of the pathway **once the protocol is gazetted.**
- **Export to Thailand will only commence after DOA completes the verification visit (during the season).**
- **Then after DOA will also conduct seasonal audit (similar to MAFF)**
- Key aspects of the audit; product security, traceability, record keeping, farm hygiene, packing and securing of product and packhouse processes.



# Accredited properties

- Introduced September 2018
  - current legislation, Export Control (Plants and Plant Products) Rules 2021
- Farms and packhouses need to be accredited
  - if the importing country requires it
  - properties must meet the relevant performance standards and any importing country requirements
- Requirements for accredited properties can be found on the [Plant Export Operations Manual](#)
  - Performance standards for packhouses
  - Performance standards for farms
  - Performance standards for crop monitors

# Farm Requirements

- Register blocks
- Provide accurate maps of blocks and boundaries (once submitted **can not** be changed at audit).
- **Maintain hygiene measures (e.g. fallen fruit to be removed or destroyed through mulching) MAFF have a big issue with fallen fruits**
- Implement farm monitoring and Integrated Pest Management (IPM) field control procedures
- **Documented traceability system**

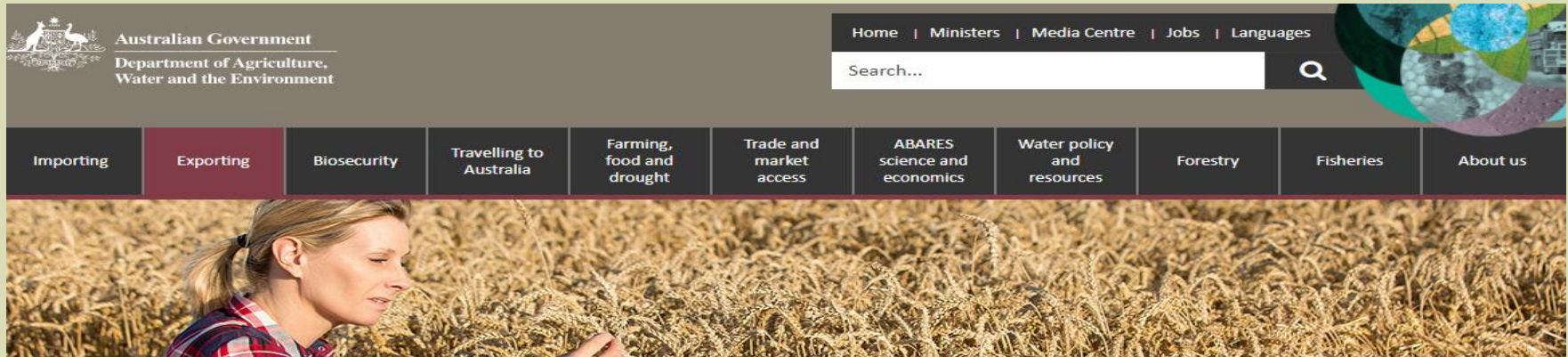


# Packhouse Requirements

- Apply for accreditation
- **An enclosed facility and have measures in place to maintain adequate fruit security**
- For new packhouses - provide SOP to department prior to audit
- **Traceability – records**
  - Pick and pack and pick and store in a packhouse **within 24 hours of harvest for Japan**
  - Packing and securing of fruits in a packhouse **within 48 hours of harvest for Thailand**
- **Security – product segregation to avoid mixing with non protocol compliant fruit**
- Hygiene – clean and sanitary, pest control
- **Packaging and labelling**
- Staff training – quarantine pests
- **Packhouse facility must be secure**



# Accessing plant export operations manual




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## Plants and plant products

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Step-by-step guide for exporters

Exporters of wood and wood fibre products

Horticulture Accredited properties

Approved Australian horticulture export protocol treatment facilities

Manual of Importing Country Requirements (Micor) Plants

**Plant Export Operations Manual**

## Plant Export Operations Manual

### New export legislation

On 28 March 2021, Australia's export legislation has changed.

Further information on what this means for plant exports can be found at [New plant export legislation](#).

Instructional material has been prepared by the department and published on the Plant Export Operations Manual (PEOM) to provide information that directs and supports industry and authorised officers (AOs) to understand their responsibilities and perform their roles relating to the export of plants and plant products from Australia.

Guidelines contain policy and processes that must be complied with. Guidelines contain information relevant to both industry and AOs.

Work instructions provide a step-by-step account of the activities an AO must undertake to correctly inspect plants and plant products, empty containers and vessels for loading on behalf of the department.

Reference material contains supporting information to further assist AOs to understand and perform their inspection tasks.

[\[hide all\]](#)

### General

This section contains general information relating to the export of all plants and plant products, and the inspection of empty containers and vessels for loading from Australia. For information specific to establishments, transport units, product inspections and documentation refer to the related sections below.

### Download

Document	Pages	File size
<a href="#">Exporting plants and plant products: A step-by-step guide for Australian exporters HTML</a>		
<a href="#">Reference: Australia's plant and plant product export legislation PDF</a>	11	495 KB
<a href="#">Reference: Australia's plant and plant product export legislation DOCX</a>	11	223 KB
<a href="#">Guidelines: Audit of plant export operations PDF</a>	7	365 KB

# Checking importing country requirements

Australian Government  
Department of Agriculture,  
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**Micor**  
Manual of Importing  
Country Requirements

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## Plants



**Industry advice notice - China trade (added 6 November 2020)**



Micor Plants contains information regarding conditions to export plants and plant products, including fruit, vegetables, seeds, grains, cut flowers and timber from Australia. It is a simple and convenient reference tool detailing the requirements for import permits, phytosanitary certificates, additional declarations and/or treatments, and other relevant export information.

Exporters must meet both the requirements of the Export Control Act and its subordinate legislation and any importing country requirements in order for the Department of Agriculture, Water and the Environment (Department) to provide export certification. The Australian Government is a signatory to the [International Plant Protection Convention \(IPPC\)](#) and strongly supports international cooperation in controlling pests of plants and plant products through science-based quarantine measures that will prevent the unintended spread of pests to other countries through imported products.

Importing country requirements contained in Micor Plants are correct at the time of publishing. Exporters should independently obtain this information in writing from the National Plant Protection Organisation (NPPO) before relying on it.

### Filter

# Accessing work plans and protocols

The screenshot shows the Micor website interface. At the top right, there is a 'FOLLOW' button with a star icon and a window icon. The header includes the Australian Government logo and the text 'Australian Government Department of Agriculture, Water and the Environment' alongside the Micor logo 'Manual of Importing Country Requirements'. A dark blue navigation bar contains the word 'Plants' on the left and a search bar with a magnifying glass icon on the right. Below this, a dark blue bar features links for 'Subscribe', 'RSS feed', 'Latest updates', 'Recent updates', and a 'Help' button. The main content area has a breadcrumb trail: 'Home > Plants > Documents'. The 'Documents' section is titled in large blue font and includes a paragraph: 'This section contains documents relevant to plant exports.' followed by two bullet points: 'Thailand Food and Drug Administration requirements for packhouses (PDF)' and 'New Zealand Export Plan endorsement explanations and required supporting documents (PDF)'. Below this is the 'Work Plans and Protocols' section, also in large blue font, with a paragraph: 'This section contains the bilaterally agreed documents between the Department and the importing country NPPO. This section is restricted and users are required to register with Plant Exports to access these documents.' and a link: 'View the Work Plans and Protocols'. At the bottom, a blue bar asks 'Was this page helpful?' with 'Yes' and 'No' buttons.

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## Documents

This section contains documents relevant to plant exports.

- [Thailand Food and Drug Administration requirements for packhouses](#) (PDF)
- [New Zealand Export Plan endorsement explanations and required supporting documents](#) (PDF)

## Work Plans and Protocols

This section contains the bilaterally agreed documents between the Department and the importing country NPPO. This section is restricted and users are required to [register with Plant Exports](#) to access these documents.

[View the Work Plans and Protocols](#)

Was this page helpful? Yes No

# Audit of accredited properties

- Performed by Audit and Assurance Branch (AAB) – qualified auditors.
- You will be contacted with an audit date and time.
- Please ensure you are familiar with the workplan, guidelines and reference material.
- When scheduling the auditor will request you either have certain documents ready or provide these prior to the audit (can also be uploaded on the application portal)
- Entry meeting on arrival.
- The auditor will outline the flow of the audit, documents required.
- During the entry meeting it is your opportunity to ask questions or provide information that may require reasonable adjustments to be made.

# Audit process

- Documents will be reviewed with the auditor asking questions to gauge understanding of requirements
- An inspection of your packhouse and/or farm will be conducted.
- An exit meeting is held at the end of the onsite component to detail any findings or observations.
- Any advisory findings or corrective action requests and an audit report are issued



# Advisory findings and Corrective Action Requests (CARs)

## Advisory Findings

- Issued if you are not yet accredited and a non-compliance is found.
- Rectification is set at seven (7) days from issue.

## Corrective Action Requests (CARs)

- Issued if you are already accredited and a non-compliance with requirements is found.
- Three categories
  - Minor (28 days to rectify)
  - Major (14 days to rectify)
  - Critical (7 days to rectify)
- The criteria for these can be found within the Guideline “**Audit of horticulture export accredited properties**” found at the following link <https://www.agriculture.gov.au/export/controlled-goods/plants-plant-products/plantexportsmanual#accredited-properties>

# Issues previously found at accredited property audits

- **Limited or no documented procedures.**
- **Lack of traceability back to block.**
  - As well as the date and block identity, avocados have a 24 hour requirement from harvest to being packed or securely stored in cold room storage.
- **Limited understanding of protocol accredited property requirements.**
- **Ineffective security of export eligible fruit.**
  - Unable to readily identify export eligible and non-export eligible fruit.
    - *Japan Avocados must be clearly identifiable from other fruit.*
  - Improper to no segregation of export eligible and ineligible fruit.
    - *Japan fruit must be segregated from other fruit.*

## Closing out Advisory Findings and CARs

- Read through the Advisory Finding or CAR carefully.
- Contact the auditor for clarity if required.
- Address the issue.
- Document how you have actioned the issue including where appropriate taking photos (a picture paints a thousand words).
- Supply this information and evidence back to the auditor in an email.
- The auditor will respond requesting additional information they may need

# Contact us

## Email

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**Thank You**

**Questions ?**