

CHECKLIST FOR APPLICANTS

Prior to lodging an application for accreditation for an Interstate Certification Assurance (ICA) arrangement for the above procedure, applicants should be able to successfully complete the following checklist -

Documents and Records -

- Do you hold a current copy of the Operational Procedure *Fumigating with Methyl Bromide* [ICA-04]?
- Do you hold a current copy of the Work Instruction *Guidelines for Completion of Plant Health Assurance Certificates* [WI-02]?
- Have you retained a copy of the Business's current *Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement* [CAF-47]?
- Do you or your staff members have a current fumigation license?
- Does the business have current approval as a fumigation facility from your Local Authority?
- Have you prepared a Fumigation Dosage Chart for each chamber?
- Do you have a current Gas Retention Test Certificate for each fumigation chamber?
- If applicable, have you prepared thermometer calibration records?
- If applicable, have you prepared scale calibration records?
- Do you have a Fumigation Treatment Record?
- Have you ensured all applicable records are retained for a minimum of 12 months from completion, or until the next compliance audit, whichever is the later?

Equipment and Materials -

- Do you have a thermometer of bimetallic, glass(mercury or alcohol) or digital type with graduations of 0.1°C or 0.2°C for measuring produce temperature that has been calibrated to within $\pm 0.5^\circ\text{C}$ within the previous six months?
- Have the chamber been checked for damage and possible leak sites?
- Have the chamber circulation and ventilation systems been checked to ensure they are operating correctly and all vents are closed and sealed prior to the chamber being loaded?
- Are the gas supply line(s) strategically placed within the chamber to effectively introduce and allow dispersal of the gas?
- Does each fumigation chamber have gas sampling lines?
- Do you have scales that have been calibrated within the previous six months to within $\pm 1\%$ of the minimum dosage (g) of methyl bromide used for the chamber?
- Does each fumigation chamber have a vaporiser or volatiliser to introduce methyl bromide as a hot gas?

Fumigating with Methyl Bromide

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- Does each fumigation chamber have an axial fan capable of providing 60 room changes of volume per hour within 15 minutes of introducing methyl bromide into the chamber?
- Do you have a halide lamp for checking chambers for leaks?
- Do you have equipment to mark each package of certified produce (after grading and packing) with your IP Number, Meets ICA-04 and the date or date code for the date of treatment?

Staff Training -

- Has the Certification Controller got a good overall understanding of the requirements of the ICA arrangement and Operational Procedure?
- Has the Certification Controller trained all staff involved in carrying out activities associated with the ICA arrangement?
- Is the Fumigator able to determine the rate and dosage of fumigant for each fumigation?
- Is the Fumigator able to maintain the fumigation chamber and fumigation equipment, thermometer identification and calibration records, determine the minimum produce temperature, weighing scale calibration records and fumigation treatment records?
- Do Authorised Dispatcher/s fully understand their responsibilities in relation to marking of certified packages, completion of Assurance Certificates and (where applicable) post-treatment security against fruit fly?
- Do Authorised Signatories fully understand their responsibilities in relation to the signing and issuance of Assurance Certificates under the ICA arrangement?

Control Systems -

- Do you calculate produce temperature by taking a minimum of five temperature readings from each lot to be fumigated?
- When loading the chamber do you ensure that a minimum 5cm space is left between each package, pallet load or bulk bin in the chamber and a minimum space of 10cm between the top and sides of produce to the walls and ceiling?
- Do you monitor gas concentrations during fumigations?
- Can you show me how you determine the fumigant dosage rate to be used?
- If consigning to Tasmania, have you implemented suitable systems for post-treatment security that protect against fruit fly infestation after treatment?
- Have you implemented systems to prevent mixing of treated and untreated produce at the facility?
- Have you implemented systems to ensure Assurance Certificates are issued to cover each consignment requiring certification and only signed by Authorised Signatories of the Business?