

# INSPECTION OF FRUITS AND VEGETABLES (POST HARVEST), LIVE PLANTS, CUT FLOWERS AND FOLIAGE FOR MELON THRIPS

## REVISION REGISTER

Revision No.	Date of Issue	Amendment Details
First	10/01/2013	All Pages
Second	06/06/2014	Updated Issue
Third	27/06/2016	Updated Issue

---

Controlled Copy No: \_\_\_\_\_

Controlled: ☐

Authorised:

  
\_\_\_\_\_  
Quality Control Officer

Uncontrolled: ☒

---

*Uncontrolled copies of this document are not subject to amendment or revision. Holders of uncontrolled copies should contact the DPIR, Operations Manager, PBB, GPO Box 3000, Darwin NT 0801, Telephone: (08) 8999 2118 to obtain a current version of this document.*

## TABLE OF CONTENTS

<b>1. PURPOSE.....</b>	<b>4</b>
<b>2. SCOPE.....</b>	<b>4</b>
<b>3. REFERENCES.....</b>	<b>4</b>
<b>4. DEFINITIONS .....</b>	<b>5</b>
<b>5. RESPONSIBILITY .....</b>	<b>6</b>
<b>6. REQUIREMENT.....</b>	<b>7</b>
<b>7. PROCEDURE .....</b>	<b>7</b>
<b>7.1 Accreditation .....</b>	<b>7</b>
7.1.1 Application for Accreditation .....	7
7.1.2 Audit Process.....	8
7.1.3 Certificate of Accreditation.....	9
7.1.4 Nonconformances and Sanctions.....	9
7.1.4.1 Nonconformances.....	9
7.1.4.2 Incident Reports.....	9
7.1.4.3 Suspension and Cancellation .....	9
7.1.4.4 Prosecution.....	10
7.1.4.5 Charging Policy.....	10
<b>7.2 Approved Inspection Officers .....</b>	<b>10</b>
<b>7.3 Inspection Facilities and Equipment .....</b>	<b>10</b>
7.3.1 Segregation of Produce .....	11
<b>7.4 Inspection Procedure (Live Plants) .....</b>	<b>12</b>
7.4.1 Pre-Inspection.....	12
7.4.2 Sampling for End-point Inspection.....	12
7.4.3 Sampling for In-line Inspection .....	13
7.4.4 Finalising Inspection Report.....	14
<b>7.5 Inspection Procedure (Cut Flowers and Foliage).....</b>	<b>14</b>
7.5.1 Pre-Inspection.....	14
7.5.2 Sampling for End-point Inspection .....	15
7.5.3 Sampling for In-line Inspection .....	15
7.5.4 Finalising Inspection Report.....	16
<b>7.6 Inspection Procedure (Fruits and Vegetables) .....</b>	<b>16</b>
7.6.1 Pre-Inspection.....	16
7.6.2 Sampling for End-point Inspection.....	17
7.6.3 Sampling for In-line Inspection .....	17
7.6.4 Finalising Inspection Report.....	18
<b>7.7 Action Following Detection of Suspect Melon Thrips in Inspected Produce.....</b>	<b>18</b>
7.7.1 Detection of Suspect Melon Thrips at End-point Inspection .....	18
7.7.2 Detection of Suspect Melon Thrips at In-line Inspection.....	19
7.7.3 Identification of Suspect Melon Thrips.....	20
7.7.4 Handling Suspect Melon Thrip Specimens.....	20
<b>7.8 Inspection Records .....</b>	<b>21</b>

<b>7.9</b>	<b>Dispatch.....</b>	<b>22</b>
7.9.1	Package Identification.....	22
7.9.2	Assurance Certificates.....	22
7.9.3	Assurance Certificate Distribution.....	23
<b>7.10</b>	<b>ICA System Records.....</b>	<b>24</b>
<b>7.11</b>	<b>ICA System Documentation.....</b>	<b>24</b>
<b>8.</b>	<b>ATTACHMENTS .....</b>	<b>24</b>
	ATTACHMENT 1 - Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) and/or Certification Assurance (CA) Arrangement (Blank) .....	25
	ATTACHMENT 2 - Plant Health Assurance Certificate (PHAC) (Example) .....	27
	ATTACHMENT 2A - Plant Health Assurance Certificate (PHAC) Attachment Sheet (Example).....	28
	ATTACHMENT 3 - Register of Approved Inspection Officers (Blank) .....	29
	ATTACHMENT 4 - Melon Thrip Inspection Record (Blank) .....	30
	ATTACHMENT 5 - Melon Thrip Sample Submission Form (Blank).....	31

## **1. PURPOSE**

The purpose of this procedure is to describe -

- (a) the design features for inspection facilities;
- (b) the standards required for inspection equipment; and
- (c) the responsibilities and practices of personnel;

that apply to the inspection of fruits and vegetables (post harvest), live plants, cut flowers and foliage for melon thrips under an Interstate Certification Assurance (ICA) arrangement.

## **2. SCOPE**

This Operational Procedure covers all certification of inspection of fruits and vegetables (post harvest), live plants, cut flowers and foliage for melon thrips from a business operating under an ICA arrangement in the Northern Territory. This Operational Procedure does not cover the inspection and certification of seeds, underground parts of plants or dried or processed plant materials.

For Western Australia only - whole plant vegetables (i.e. compact leafy vegetables or parts thereof, such as lettuces, cabbage, broccoli, broccolini, cauliflower etc) and bitter melon, snake beans, long beans, okra and luffa are also excluded for certification under this Operational Procedure.

This Operational Procedure is applicable where the requirement specified in Section 6. Requirement is a specified condition of entry of an interstate quarantine authority for melon thrips.

***Certification of inspection of fruits and vegetables (post harvest), live plants, cut flowers and foliage for melon thrips under this Operational Procedure may not be an accepted entry condition for all fruits and vegetables (post harvest), live plants, cut flowers and foliage to all intrastate and interstate markets.***

***Some intrastate or interstate markets may require additional quarantine certification for pests and diseases other than melon thrips as a condition of entry.***

***It is the responsibility of the business consigning the fruits, vegetables, plants, cut flowers or foliage to ensure compliance with all applicable quarantine requirements.***

***Information on interstate quarantine requirements can be obtained from the plant quarantine service in the destination state or territory.***

## **3. REFERENCES**

- WI-02** Guidelines for Completion of Plant Health Assurance Certificates.
- WI-03** Inspection of Fresh Fruit and Vegetables for Melon Thrips
- WI-04** Inspection of Live Plants for Melon Thrips
- WI-05** Inspection of Cut Flowers and Foliage for Melon Thrips

#### **4. DEFINITIONS**

<b>Accredit</b>	means to authorise nominated staff within a business to issue Assurance Certificates.
<b>Act</b>	means the <i>Plant Health Act</i> .
<b>Application for Accreditation</b>	means an Application for Accreditation of a business for an Interstate Certification Assurance (ICA) arrangement (Attachment 1).
<b>Approved Laboratory</b>	means a laboratory approved by the Northern Territory Department of Primary Industry and Resources.
<b>Assurance Certificate</b>	means a Plant Health Assurance Certificate (Attachment 2).
<b>Authorised Signatory</b>	means a person whose name and specimen signature is included as an Authorised Signatory on the business's approved Application for Accreditation form.
<b>Business</b>	means the legal entity responsible for the operation of the facility and ICA arrangement detailed on the business's Application for Accreditation.
<b>Certification Assurance</b>	means a voluntary arrangement between the Department of Primary Industry and resources and a business that demonstrates effective in-house quality management and provides assurance through documented procedures and records that produce meets specified requirements.
<b>Certified/Certification</b>	means covered by a valid Plant Health Assurance Certificate (Attachment 2).
<b>Certified Produce</b>	means produce certified under this Operational Procedure.
<b>Consignment</b>	means a quantity of packed produce described or to be described on one Plant Health Assurance Certificate by a single consignee.
<b>DPIR</b>	means the Department of Primary Industry and Resources.
<b>End-point Inspection</b>	means the process by which a representative sample is drawn and inspected from the finalised consignment prior to certification.
<b>Facility</b>	means the location where produce is assembled, inspected, certified and dispatched.
<b>Homogeneous</b>	means produce that is all of the same or similar kind or nature.
<b>ICA</b>	means Interstate Certification Assurance.
<b>In-line Inspection</b>	means the process by which a representative sample of packed product is drawn from a lot and inspected during the processing and packing of the produce.
<b>Inspection</b>	means the act of inspecting produce to determine if the entry conditions or melon thrips freedom requirements by the importing State or Territory have been met.
<b>Inspection Officer</b>	means a person who has been trained in the detection and recognition of melon thrips and who is approved to conduct inspections on behalf of the business by having their name and signature on a register of Approved Inspection Officers maintained by the business.
<b>Inspector</b>	means an inspector appointed under the <i>Plant Health Act</i> .
<b>Interstate Certification</b>	means a system of Certification Assurance developed to meet the

<b>Assurance</b>	requirements of State and Territory governments for the certification of produce for interstate and intrastate quarantine purposes.
<b>Lot</b>	means a quantity of homogeneous produce assembled for inspection at one place at one time. A lot could consist of produce from one or more growers/blocks/properties.
<b>Melon thrips</b>	means all stages of <i>Thrips palmi</i> (Karny) including egg, nymph and adult.
<b>MT</b>	means melon thrips.
<b>Nonconformance</b>	means a nonfulfillment of specified requirement.
<b>Packed Product</b>	means produce that has been packed into its final package.
<b>PBB</b>	means Plant Biosecurity Branch.
<b>Plant Health Assurance Certificate</b>	means a certificate issued by an Authorised Signatory under an ICA arrangement stating that the plant or other thing described on the certificate meets a specified treatment, condition, pest or area freedom or other requirement.
<b>Unit</b>	means a single whole fruit or vegetable, except in the case of grapes where a unit is considered to be a bunch.

## 5. RESPONSIBILITY

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

The **Certification Controller** is responsible for -

- representing the business during audits and other matters relevant to ICA accreditation;
- ensuring the business has current accreditation for an ICA arrangement under this Operational Procedure;
- training staff in their duties and responsibilities under this Operational Procedure;
- ensuring the business and its staff comply with their responsibilities and duties under this Operational Procedure;
- maintaining a Register of Approved Inspection Officers (refer 7.2);
- maintaining the required inspection facilities and equipment (refer 7.3);
- advising the Inspection Officer of the type of inspection to be undertaken for each consignment or lot;
- ensuring the business rejects and segregates produce in accordance with this Operational Procedure;
- forwarding samples of suspected melon thrip to DPIR Entomology for identification (refer 7.7.3);
- reporting any detection of melon thrip to the Operations Manager, Plant Biosecurity Branch within 24 hours of the detection (refer 7.7.3).

The **Inspection Officer** is responsible for -

- maintaining inspection facilities and equipment (refer 7.3);
- sampling and inspecting 600 units for the presence of melon thrips prior to certification under this Operational Procedure (refer 7.4.2);
- immediately advising the Certification Controller of any detection of melon thrips (refer 7.7.1 and 7.7.2);
- identifying and segregating packages following detection of suspect melon thrip;
- maintaining melon thrip inspection records (refer 7.4.4, 7.5.4, 7.6.4 and 7.8).

The **Authorised Dispatcher** is responsible for -

- ensuring all packages covered by an Assurance Certificate issued by the business under this Operational Procedure are identified (refer 7.9.1);
- maintaining copies of all Assurance Certificates issued by the business under the ICA arrangement (refer 7.10).

**Authorised Signatories** are responsible for -

- ensuring, prior to signing and issuing an Assurance Certificate, that produce covered by the certificate has been prepared in accordance with the business's ICA arrangement, and the details on the certificate are true and correct in every particular (refer 7.9.2).

## 6. REQUIREMENT

Produce certified for inspection for melon thrips under this Operational Procedure **must** meet the requirement:

**‘Inspected and found free of melon thrips’.**

***The Department of Primary Industry and Resources 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.***

## 7. PROCEDURE

### 7.1 Accreditation

#### 7.1.1 Application for Accreditation

A business seeking accreditation for an ICA/CA arrangement under this Operational Procedure **shall** submit an Application for Accreditation (refer Attachment 1) at least 10 working days prior to the intended date of commencement of certification of produce.

Applicants **must** provide the details of all produce, plants and plant products they intend to pack and certify under this ICA/CA arrangement in Section 4 of the Application for Accreditation. Ensure application form is completed and all required attachments are provided. A copy of the application form **must** be maintained for audit purposes.

Each accredited business is provided with a unique Interstate Produce (IP) number to identify the business and its produce for all interstate plant quarantine purposes as ministered by the Certificate of Accreditation.

### **7.1.2 Audit Process**

#### **Desk Audit**

When the application is received a desk audit is conducted to ensure the application is completed correctly with the required attachments. If found to be incomplete the application form will be returned to the business for completion. Once the desk audit has been passed, an initial/compliance audit will be conducted.

#### **Initial Audit**

Prior to accrediting a business, an Inspector carries out an initial audit of the business to verify the ICA/CA system is implemented and capable of operating in accordance with the requirements of the Operational Procedure, and the system is effective in ensuring compliance with the specified requirements of the ICA/CA arrangement.

On completion of a successful initial audit, applicants will be granted provisional accreditation for a period of 4 weeks and a 'Certificate of Accreditation' for Provisional Certification will be issued (refer 7.1.3).

#### **Initial Compliance Audit**

In the first year of accreditation an initial compliance audit will be conducted within 4 weeks of accreditation or issuing an assurance certificate pursuant to the Operational Procedure. On completion of successful initial compliance audit the business **shall** be granted full accreditation.

On completion of a successful compliance audit, annual accreditation is granted to cover the current season, up to a maximum of twelve months from the date of provisional accreditation, and a new 'Certificate of Accreditation' issued (refer 7.1.3).

#### **Compliance Audits**

Compliance audits are conducted to verify that the ICA/CA system continues to operate in accordance with the requirements of the Operational Procedure.

Ongoing compliance audits are conducted at least once every six months for a business that operates for more than six months of each year.

Random audits are 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 treatment mixtures, certified produce, ICA/CA system records or ICA/CA system processes.

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

#### **Re-Accreditation**

Accredited businesses are required to re-apply for accreditation each year the business seeks to operate under the ICA/CA arrangement. Businesses seeking re-accreditation **must** lodge a renewal application prior to accreditation lapsing, or if accreditation has lapsed, prior to being accredited to certify produce under the ICA arrangement.



A compliance audit is conducted within twelve weeks of the business applying for re-accreditation each year.

### **7.1.3 Certificate of Accreditation**

An accredited business will receive a 'Certificate of Accreditation for an Interstate Certification Assurance' detailing the facility location, Operational Procedure, scope (type of produce and chemical covered) and period of accreditation.

The business **must** maintain a current 'Certificate of Accreditation for an Interstate Certification Assurance' and make this available on request by an Inspector.

**A business may not commence or continue certification of produce under the ICA/CA arrangement unless it is in possession of a valid and current 'Certificate of Accreditation for an Interstate Certification Assurance' for the facility, procedure, produce type covered by the Assurance Certificate.**

### **7.1.4 Nonconformances and Sanctions**

#### **7.1.4.1 Nonconformances**

Audits are regularly undertaken to evaluate the effectiveness of implementation of the 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 integrity of the accreditation has been significantly compromised, the nonconformance may provide grounds for the suspension or cancellation of the accreditation, and prosecution.

#### **7.1.4.2 Incident Reports**

Incident Reports may be raised by intra and/or interstate quarantine authorities to report the detection of a nonconformance in produce certified under this arrangement. An investigation into the incident **shall** 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.

#### **7.1.4.3 Suspension and Cancellation**

The PBB may suspend or cancel an accreditation when a business is found, to have:

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

Any action taken by the PBB to suspend or cancel an accreditation **shall** be provided in writing to the business. This **shall** provide guidance making an appeal to have the decision reviewed.

#### **7.1.4.4 Prosecution**

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

#### **7.1.4.5 Charging Policy**

Plant Biosecurity fees will apply to businesses that participate in ICA/CA arrangements. PBB can be contacted for a schedule of the Plant Biosecurity fees.

### **7.2 Approved Inspection Officers**

One or more Inspection Officers **shall** be trained in the detection and recognition of melon thrips. Inspection Officers **shall** have successfully completed an approved training course in the detection and recognition of melon thrips.

The Certification Controller **shall** maintain an individual Certificate of Attainment for each Inspection Officer within the business.

The names, date of training and specimen signatures of each Inspection Officer **shall** be included on a Register of Approved Inspection Officers maintained by the business (refer Attachment 3). Only persons currently on the register **shall** carry out melon thrips inspections.

All detection and recognition training will be provided by DPIR Entomology or by a DPIR approved and authorised training provider.

### **7.3 Inspection Facilities and Equipment**

The business **shall** maintain the following inspection facilities and equipment: –

- (a) 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;
  - of a reasonable size and height;
  - painted in a light colour or covered in a durable light coloured material; and
  - placed in a well-lit and ventilated area on a flat sealed and durable surface i.e. concrete;
- (b) a hand lens, microscope or other device that provides at least X10 magnification for the observation of suspected thrips;
- (c) a white coloured tray i.e. plastic serving tray or other surface for dislodging suspect thrips onto for further inspection;

- (d) reference illustrations and photographs for identification of melon thrips and other common thrips;
- (e) sealable plastic bags for collecting specimens of infested produce;
- (f) sealable specimen bottles for suspect thrips;
- (g) labels to uniquely number specimen bottles when multiple specimens are collected;
- (h) a fine paint brush for collecting samples of suspect thrips;
- (i) preservative material i.e. methylated spirits or 70% ethanol for preserving samples for identification; and
- (j) a pocket knife or similar item for cutting to further investigate for the presence of thrips.

The Inspection Officer **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.

### **7.3.1 Segregation of Produce**

The business **shall** maintain an area within the facility for produce which has 'passed' inspection. The business **shall** also identify an area within the facility for segregating produce which has 'failed' an inspection for freedom from melon thrips.

Produce that has failed inspection due to suspect melon thrips and that is awaiting sample results **must** be segregated from all other melon thrips host produce until the sample result has been returned to the business.

Examples of acceptable methods of identifying the status of produce include –

- (a) locating melon thrips host produce (including produce that is awaiting sample results or has failed inspection) in a clearly identified and separate area to produce that has passed inspection;

**OR**

- (b) marking each package of inspected and 'passed' produce in a manner that clearly identifies the produce as conforming to the requirements specified under this Operational Procedure.

## **7.4 Inspection Procedures (Live Plants)**

All produce examinations **shall** be carried out by an Inspection Officer. Live plants **shall** be inspected in accordance with Work Instruction Inspection of Live Plants for Melon Thrips (WI-04).

### **7.4.1 Pre-inspection**

Prior to the commencement of an inspection, the Inspection Officer **shall** ascertain from the Certification Controller the type and rate of inspection. The Inspection Officer **shall** then partially complete the Melon Thrips Inspection Record to capture the following details:

- produce type;
- date of inspection;
- place of inspection;
- type of inspection (end-point or in-line);
- rate of inspection (sampling rate);
- name of Inspection Officer;
- for end point inspection – the total number of packages in the consignment;
- for in-line inspections – the time the initial sample was taken (for live plants sampled in cartons only); and
- any unique details on the packages within the consignment which identifies the consignment inspected i.e. name and address of grower and or packer.

Inspection records **shall** be in the form of a Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information (refer 7.8).

The Inspection Officer **shall** ensure live plants are inspected for melon thrips as close as practicable and not more than 48 hours prior to the time of dispatch from the facility. Live plants **shall** be inspected individually.

The Inspection Officer **shall** ensure that the samples taken for inspection are representative samples of the whole consignment or lot as described on the Melon Thrips Inspection Record. Additionally, the Inspection Officer **must** consider additional factors when selecting a sample from a mixed consignment or lot (refer WI-04).

All live plants in a consignment of certified produce **shall** be sampled in accordance with Section 7.4.2 or Section 7.4.3.

#### **7.4.2 Sampling for End-point Inspection**

Prior to selecting a sample for an end-point inspection, the Inspection Officer will ensure that the entire amount of produce within the consignment or lot is available for inspection. Each consignment of live plants to be certified **shall** be sampled at the rate of: -

A minimum of 2% of the carton count (one in every fifty packages) or part thereof;

**OR**

600 units, whichever is greater.

Packages **shall** be selected at random from within the consignment. A minimum of 3 packages **shall** be selected for inspection.

For Tasmania only 600 units **shall** be inspected.

For Western Australia, live plants are to be sampled and inspected according to the following:

- (a) Inspected at 600units;

**OR**

- (b) Inspected and sampled using the following sample table when live plants are sourced from a property not known to be infested with melon thrips.

Number of packages in consignment	Number of packages to be inspected
0 to 30	All plants
31 to 300	30 plants
>300	30 plants plus 5% of those above 300

***Business consigning live plants/cut flowers to Western Australia will also be required to meet additional quarantine certification requirements for pests and diseases other than melon thrip.***

***It is the responsibility of the business consigning the plants, cut flowers or foliage to ensure compliance with all applicable quarantine requirements***

#### **7.4.3 Sampling for In-line Inspection**

In-line inspections can only be performed at facilities where live plants are being packed.

For in-line inspections, the Inspection Officer **must** inspect all live plants within a defined inspection area. Examples of acceptable methods of identifying an inspection area include: -

- (a) signage on the outer perimeter clearly identifying the inspection area;

**OR**

- (b) a barrier system using tape or similar that clearly identifies the inspection area.

A designated inspection area can be portable and move to different areas within the accredited business' facility.

The in-line inspection **shall** involve selection of a sample of product from a lot, packed on the one day for certification under this procedure. Live plants **shall** be sampled at the rate of a minimum of 2% of the carton count (one in every fifty packages or part thereof) or 2% of the total growing units; or 600 units, and be selected at random from the final packed product.

For Western Australia only 600 units **shall** be inspected.

#### **7.4.4 Finalising Inspection Record**

Following the inspection, the Inspection Officer **shall** record the following details on the Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information: -

- the number of packages sampled;
- the number of units sampled in each package;
- total number of units sampled;
- the inspection result (pass or fail);

- the signature of the Inspection Officer; and
- actions taken resulting from a detection of suspect thrips.

## **7.5 Inspection Procedure (Cut Flowers and Foliage)**

All produce examinations **shall** be carried out by an Inspection Officer. Samples **shall** be inspected in accordance with (WI-05).

### **7.5.1 Pre-Inspection**

Prior to the commencement of an inspection, the Inspection Officer **shall** ascertain from the Certification Controller the type and rate of inspection. The Inspection Officer **shall** then partially complete the Melon Thrips Inspection Record to capture the following details: -

- produce type;
- date of inspection;
- place of inspection;
- type of inspection (end-point or in-line);
- rate of inspection (sampling rate);
- name of Inspection Officer;
- for end point inspection – the total number of packages in the consignment;
- for in-line inspections – the time the initial sample was taken; and
- any unique details on the packages within the consignment which identifies the consignment i.e. name and address of grower and or packer.

Inspection records **shall** be in the form of a Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information.

The Inspection Officer **shall** ensure cut flowers and foliage are inspected as close as practicable and not more than 48 hours prior to the time of dispatch from the facility. Individual cut flowers and pieces of foliage **shall** be inspected as a single unit.

The Inspection Officer **shall** ensure that the samples taken for inspection are a representative sample of the whole consignment or lot. Additionally, the Approved Inspection Officer **must** consider additional factors when selecting a sample from a mixed consignment or lot (refer WI-05).

All cut flowers and foliage in a consignment of certified produce **shall** be sampled in accordance with Section 7.5.2 or Section 7.5.3.

### **7.5.2 Sampling for End-point Inspection**

Prior to selecting a sample for an end-point inspection, the Inspection Officer will ensure that the entire amount of produce within the consignment or lot is available for inspection. Each consignment of cut flowers or foliage to be certified **shall** be sampled at the rate of: -

- A minimum of 2% of the carton count (one in every fifty packages) or part thereof;

**OR**

- 600 units, whichever is greater.

Packages **shall** be selected at random from within the consignment. A minimum of 3 packages **shall** be selected for inspection.

For Tasmania and Western Australia only 600 units **shall** be inspected.

### **7.5.3 Sampling for In-line Inspection**

In-line inspections can only be performed at facilities where the cut flowers, and foliage are being packed. For in-line inspections, the Inspection Officer **must** be able to identify when the packed product was packed to adequately determine what product has been packed since the last inspection.

Examples of acceptable methods of identifying the time when product was packed include –

- (a) locating packed product in clearly identified and separate areas that represent the inspection interval;
- OR**
- (b) marking each package or pallet of product in a manner that clearly identifies when the product was packed.

The in-line inspection **shall** involve selection of a sample of packed product from a lot, packed on the one day for certification under this procedure. Packed produce **shall** be sampled at the rate of a minimum of 2% of the carton count (one in every fifty packages) or part thereof or 600 unit and be selected at random from the final packed product as it leaves the packing line in the facility.

For Western Australia only 600 units **shall** be inspected.

### **7.5.4 Finalising Inspection Record**

Following the inspection, the Inspection Officer **shall** record the following details on the Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information:

- the number of packages sampled;
- the number of units sampled in each package;
- total number of units sampled;
- the time when the samples were taken (in-line only);
- total number of packages (in-line inspection only) in the lot;
- the inspection results (pass or fail);
- the signature of the Inspection Officer; and
- actions taken resulting from the detection of suspect thrips.

### **7.6 Inspection Procedure (Fruits and Vegetables)**

All produce examinations **shall** be carried out by an Inspection Officer. Fruits and vegetables **shall** be inspected in accordance with (WI-03).



### 7.6.1 Pre-Inspection

Prior to the commencement of an inspection, the Inspection Officer **shall** ascertain from the Certification Controller the type and rate of inspection and partially complete the Melon Thrips Inspection Record to capture the following details:

- produce type;
- date of inspection;
- place of inspection;
- type of inspection (end point or in line);
- rate of inspection (sampling rate);
- name of Inspection Officer;
- for end point inspection – the total number of packages in the consignment;
- for in-line inspections - the time the initial sample was taken; and
- any unique details on the packages within the consignment which identifies the consignment i.e. name and address of grower and or packer.

Inspection records **shall** be in the form of a Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information.

The Inspection Officer **shall** ensure fruits and vegetables are inspected as close as practicable and not more than 48 hours prior to the time of dispatch from the facility. Fruits and vegetables **shall** be inspected individually (as a unit) after packing as packed product.

The Inspection Officer **shall** ensure that the samples taken for inspection are a representative sample of the whole consignment or lot. Additionally, the Inspection Officer **must** consider additional factors when selecting a sample from a mixed consignment or lot (refer WI-03).

All fruits and vegetables in a consignment of certified produce **shall** be sampled in accordance with Section 7.6.2 or Section 7.6.3.

### 7.6.2 Sampling for End-point Inspection

Prior to selecting a sample for an end-point inspection, the Inspection Officer will ensure that the entire amount of produce within the consignment or lot is available for inspection. Each consignment of fruits and vegetables to be certified **shall** be sampled at the rate of:

- A minimum of 2% of the carton count (one in every fifty packages) or part thereof;
- OR**
- 600 units, whichever is greater.

Packages **shall** be selected at random from within the consignment. A minimum of 3 packages **shall** be selected for inspection.

For Western Australia only 600 units **shall** be inspected.



### **7.6.3 Sampling for In-Line Inspection**

In-line inspections can only be performed at facilities where the fruits and vegetables are being packed. For in-line inspections, the Inspection Officer **must** be able to identify when the packed product was packed to adequately determine what product has been packed since the last inspection.

Examples of acceptable methods of identifying when product was packed include –

- (a) locating packed product in clearly identified and separate areas that represent the inspection interval;

**OR**

- (b) marking each package or pallet of product in a manner that clearly identifies when the product was packed.

The in-line inspection **shall** involve selection of a sample of packed product from a lot, packed on the one day for certification under this protocol. Packed produce **shall** be sampled at the rate of a minimum of 2% of the carton count (one in every fifty packages) or part thereof or 600 units and be selected at random from the final packed product as it leaves the packing line in the packing shed for consolidation.

For Western Australia only 600 units **shall** be inspected.

### **7.6.4 Finalising Inspection Record**

Following the inspection, the Approved Inspection Officer **shall** record the following details on the Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information:

- the number of packages sampled;
- the number of units sampled in each package;
- total number of units sampled;
- the time when the samples were taken (in-line only);
- total number of packages (in-line inspection only) in the lot;
- the inspection result (pass or fail);
- the signature of the Approved Inspection Officer; and
- actions taken resulting from the detection of suspect thrips.

## **7.7 Action Following Detection of Suspect Melon Thrips in Inspected Produce**

### **7.7.1 Detection of Suspect Melon Thrips at End-Point Inspection**

The Approved Inspection Officer **shall** immediately advise the Certification Controller of any detection of suspect thrips identified during the melon thrips inspection. The Certification Controller **shall** then reject and segregate all produce in the consignment that has been presented for inspection.

The Inspection Officer **shall** record the detection of suspect melon thrips on the Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information.

All suspect melon thrips samples **must** be submitted to DPIR Entomology by an Inspection Officer. Where possible, an Inspection Officer **should** take more than one sample.

Produce that is rejected and segregated from certification is to be either:

- Held in an identified area until sample analysis of the suspect melon thrips is conducted and results provided;
- OR**
- Consigned to a market that does not require certification of freedom from melon thrips;
- OR**
- Treated in accordance with an alternative quarantine entry requirement for the control of melon thrips (i.e. fumigation).

If the suspect thrips sample is returned confirming the sample is not melon thrips, all rejected product that is segregated may be reconsidered for certification under this Operational Procedure provided all requirements have been met.

If melon thrips is confirmed by diagnosis of the sample, all produce in the consignment **shall** be rejected for certification under the Operational Procedure. A positive melon thrips sample diagnosis **must** be reported to the Operations Manager, Plant Biosecurity Branch within 24 hours by the accredited business.

#### **7.7.2 Detection of Suspect Melon Thrips at In-line Inspection**

The Inspection Officer **shall** immediately advise the Certification Controller of any detection of thrips or thrips-like insects identified during the melon thrips inspection.

##### **2% In-line Inspection**

If suspect melon thrips are detected during a 2% in-line inspection the Certification Controller **shall** reject and segregate all packed produce that has been consolidated since the last inspection interval.

Produce that has been consolidated and found free of suspect melon thrips prior to the last inspection interval may be considered for certification provided all requirements of the Operational Procedure have been met.

Packed product that is rejected for certification is to be either:

- held in an identified area until sample analysis of the suspect melon thrips is conducted and results provided;

**OR**

- consigned to a market that does not require certification of freedom from melon thrips;

**OR**

- treated in accordance with an alternative quarantine entry requirement for the control of melon thrips.

For live plants, if suspect melon thrips are detected during a 2% in-line inspection the Certification Controller **shall** reject and segregate all product that has been consolidated in the defined inspection area.

The Inspection Officer **shall** record the detection of suspect melon thrips on the Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information.

### **600 unit In-line Inspection**

If suspect melon thrips are detected during a 600 unit in-line inspection the Certification Controller **shall** reject the entire lot represented by the sample including all packed product that has been consolidated from that lot and uninspected product still on the packing line.

Packed product that is rejected for certification is to be either:

- held in an identified area until sample analysis of the suspect melon thrips is conducted and results provided;

**OR**

- consigned to a market that does not require certification of freedom from melon thrips;

**OR**

- treated in accordance with an alternative quarantine entry requirement for the control of melon thrips.

For live plants, if suspect melon thrips are detected during a 600 unit in-line inspection the Certification Controller **shall** reject and segregate all product that has been consolidated in the defined inspection area.

The Inspection Officer **shall** record the detection of suspect melon thrips on the Melon Thrips Inspection Record (refer Attachment 4) or records which capture the same information.

### **7.7.3 Identification of Suspect Melon Thrips**

All suspect melon thrips samples **must** be submitted to DPIR Entomology by an Inspection Officer. Where possible, an Inspection Officer **should** take more than one sample.

If the suspect thrips is subsequently confirmed not to be melon thrips, all segregated and rejected product in the lot may be reconsidered for certification provided all requirements of this Operational Procedure have been met.

If melon thrips is confirmed, all produce consolidated since the last in line inspection interval **shall** be rejected for certification under the Operational Procedure.

As soon as practical and not more than twenty-four (24) working hours from the time of the receipt of the positive sample result, the result **shall** be reported to the Operations Manager, Plant Biosecurity Branch so an investigation may be carried out to determine the cause and rectify any problems.

***Thrips are very small and difficult to distinguish between species. Thrips require specialist identification and therefore any suspect thrips must be submitted to DPIR Entomology for identification prior to certification.***

#### **7.7.4 Handling Suspect Melon Thrips Specimens**

Suspect melon thrips samples **shall** be handled, stored and dispatched in accordance with –

(WI-03) **OR** (WI-04) **OR** (WI-05).

The Inspection Officer **shall** record the following details on the Sample Submission Form (refer 5):

- the name of the Inspection Officer taking the sample;
- the Interstate Produce (IP No.) number of the accredited business inspecting the produce;
- the name and address of the grower and packer or Interstate Produce (IP No.) number of the source property;
- the type of produce and quantity of produce from which the sample was taken;
- the date the sample was taken;
- the date the sample was submitted to an approved taxonomist;
- the contact telephone number and e-mail and fax contact of the Approved Inspection Officer; and
- the type of sample, diagnosis request and sample details.

The Inspection Officer **shall** seal the specimen bottle into a sealable plastic bag with the sample submission form, then forward, the sample by secured means to DPIR Entomology within 24 hours of taking the sample.

***Please note that alcohol such as methylated spirits is considered a hazardous material and is illegal to mail or courier without proper packaging and certification.***

Where a suspect melon thrips is captured and contained on produce, the produce or part of the produce with the suspect pest **must** be wrapped in damp paper towel and placed into a sealable plastic bag without a preservative material i.e. methylated spirits.

Where suspect thrips is subsequently confirmed to be melon thrips by DPIr Entomology, the Certification Controller of the accredited business **shall** obtain written notification of the sample result from DPIR Entomology.

Where suspect thrips cannot be positively identified by DPIR Entomology, the produce will be rejected for certification under the Operational Procedure.

## **7.8 Inspection Records**

The Inspection Officer **shall** maintain records of all melon thrips inspections. Inspection records **shall** be in the form of a Melon Thrips Inspection Record (refer 4 ) or records which capture the same information.

Inspection records **shall** include: –

- produce type;
- date of inspection;
- place of inspection;
- type of inspection (inspection method);
- rate of inspection (inspection rate);
- details of each lot and consignment inspected i.e. package identification (IP No., name and address of grower and packer);
- number of packages sampled;
- number of units sampled in each package;
- total number of units sampled;
- if applicable, the time the sample was taken;
- total number of packages in the consignment or lot;
- the inspection results including absence or presence of thrips;
- actions taken resulting from suspected detection of thrips;
- the number of the Assurance Certificate to which the inspection relates;
- the name and signature of the Inspection Officer.

## **7.9 Dispatch**

### **7.9.1 Package Identification**

The Authorised Dispatcher **shall** ensure that, after packing, each package is marked in indelible and legible characters of at least 5mm, with –

- the Interstate Produce number of the business that operates the approved facility in which the plants were inspected;
- the words 'MEETS ICA-38'; and
- the date (or date code) on which the produce was inspected;

prior to the issuance of an Assurance Certificate by the business under this Operational Procedure.

Where live plants are consigned loose in pots and not in packages, the above information **shall** be marked on the consignment note or the invoice accompanying the plants and signed and dated by an Authorised Signatory of the business.

**For Western Australia only**, loose plants **must** have the above information applied to a tag or label securely attached to each plant. Whole truck or container loads of loose plants do not require individual tags or labels provided the truck or container door is sealed at the time of dispatch from the facility and the seal is intact on arrival in Western Australia. The seal number **must** be included in the 'Brand Name or Identifying Marks' section of the Assurance Certificate covering the consignment (refer Attachment 2).

***Produce that has not been inspected in accordance with the requirements of this Operational Procedure shall not be marked as stated above.***

### **7.9.2 Assurance Certificates**

The Authorised Dispatcher **shall** ensure an Assurance Certificate is completed and signed by an Authorised Signatory of the business prior to consignment of produce to a market requiring certification of inspection and freedom from melon thrips.

Assurance Certificates **shall** be in the form of a Plant Health Assurance Certificate. Assurance Certificates **shall** include –

- (a) in the 'Accredited Business that Prepared the Produce' section -
  - the name and address of the accredited business that **inspected** the produce;
- (b) in the 'IP No. of Acc. Business' section -
  - the IP No. of the accredited business that **inspected** the produce;
- (c) in the 'Type of Plant Material' section -
  - the **number and description** of **each type** of produce in the consignment;

***NOTE: Where there is insufficient room to list each produce category the words “See Attachment” are to be used and an Attachment Sheet securely attached to each copy of the assurance certificate.***

***The Attachment Sheet must include the words ‘ATTACHMENT SHEET’, the name and address of the consignor, the assurance certificate number, the signature of the Authorised Signatory that signed the certificate and the date.***

***An example Attachment Sheet is shown as Attachment 2A.***

- (d) in the 'Additional Certification' section the statement –

**‘Inspected and found free of melon thrips.’**

A completed example is shown as Attachment 2.

Individual Assurance Certificates **shall** be issued to cover each consignment (i.e. a discrete quantity of product transported to a single consignee at one time) to avoid splitting of consignments.

Prior to issuing an Assurance Certificate, the Authorised Signatory **shall** reconcile the produce to be certified with the relevant Melon Thrips Inspection Record and record the Assurance Certificate number(s) on the corresponding Melon Thrips Inspection Record.

Assurance Certificates **shall** be completed, issued and distributed in accordance with the (WI-02).

### **7.9.3 Assurance Certificate Distribution**

The **original** (yellow copy) **must** accompany the consignment.

The **duplicate** (white copy) **must** be retained by the business.

The **triplicate** (green copy) **must** be sent to PBB.

### **7.10 ICA System Records**

The business **shall** maintain the following records –

- (a) Register of Approved Inspection Officers (refer 7.2);
- (b) Approved Inspection Officer Certificate of Attainment;
- (c) Melon Thrips Inspection Records (refer 7.8); and
- (d) the duplicate copy of each Plant Health Assurance Certificate issued by the business (refer 7.9.3).

ICA system records **shall** be retained for a period of not less than 24 months from completion.

ICA system records **shall** be made available on request by an Inspector.

### **7.11 ICA System Documentation**

The business **shall** maintain the following documentation -

- (a) a copy of the business's current Application for Accreditation (refer Attachment 1);
- (b) a current copy of this Operational Procedure; and
- (c) a current Certificate of Accreditation for an Interstate Certification Assurance.

ICA system documentation **shall** be made available on request by an Inspector.

## **8. ATTACHMENTS**

Attachment 1 Application for Accreditation of a Business for **(BLANK)**  
an Interstate Certification Assurance (ICA)  
and/or Certification Assurance (CA)  
Arrangement

Attachment 2 Plant Health Assurance Certificate (PHAC) **(COMPLETED EXAMPLE)**

Attachment 3     Register of Approved Inspection Officers     **(BLANK)**

Attachment 4     Melon Thrip Inspection Record     **(BLANK)**

Attachment 5     Melon Thrip Sample Submission Form     **(BLANK)**



Tick each box that describes your business and the ICA/CA arrangement and provide specific details where required. Only one arrangement, that is one Operational Procedure at one Facility, may be covered in one application.

Indicate the type of application being made.

☐

New

☐

Renewal

☐

Amendment

## 1. Business/Person Details

(a) Type of Ownership of Business

☐

Individual

☐

Incorporated Company

☐

Other

☐

Partnership

☐

Cooperative Association

(please specify)


(b) Name of Business/Person


Please supply name in full. For a partnership, list the full names of each partner in their normal order. Companies must provide their Australian Company Number (ACN) or Australian Registered Body Number (ARBN) and attach a copy of the Certificate of Incorporation. Cooperative associations must provide appropriate proof of registration (i.e. a copy of the Certificate of Registration or registration search from the Office of Business Affairs or Australian Securities Commission)

☐

ARBN

--	--	--

--	--	--

--	--	--

☐

ACN

(c) Trading Name/s of the Business/Person (as shown on packages sent to market)

--

(d) Postal address of the Business/Person


Telephone:

( )

Facsimile:

( )

Mobile:

--

E-mail

--

(e) Has the business/person been registered previously for the interstate movement of produce?

☐

Yes

☐

No

If yes, give the business's/persons Interstate Produce (IP) Number

**A**

--

## 2. Operational Procedure and Facility Details

a) Operational Procedure used in this arrangement

Reference No.

--

Title of Operational Procedure

--

(b) Street address of the facility


Telephone:

( )

Facsimile

( )

Mobile


## 3. Authorised Signatories (for Plant Health Assurance Certificates)

	Family Name	Given Name/s	Specimen Signature
Certification Controller			
Back-up Certification Controller			
Additional Authorised Signatories			

4. **Types (including varieties) of Produce to be Prepared Under the ICA/CA Arrangement (if insufficient space, attach a list)**


5. **Interstate Certification Assurance/Certification Assurance System Records**

- (a) What records do you maintain to verify that the business is carrying out its responsibilities and duties under the Operational Procedure?

☐  
☐

We maintain all our records in accordance with the examples provided in the Operational Procedure.  
We have developed alternative or additional records to those provided in the Operational Procedure.

- (b) List the alternative or additional records you intend to use and attach a copy to this application.

(a) (b) (c)
-------------------

6. **Accreditation Conditions**

- (a) For the purposes of this agreement the following definitions 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 Act*

*Department* means the Department of Primary Industry and Resources

*Interstate Certification Assurance System* means the processes, equipment, personnel and resources used to implement the Operational Procedure nominated in Section 2(a).

- (b) The applicant must maintain and operate the interstate certification assurance system in accordance with the Operational Procedure as nominated in Section 2(a), and must maintain the records specified in Section 5.
- (c) The applicant will, upon request, allow an inspector to enter any premises where produce certified under the agreement is treated or dispatched, or where any produce, equipment, chemicals, documents for records are stored.
- (d) The inspector may inspect or take samples of any relevant item present on the premises at the time of the inspection.
- (e) The applicant must take all steps to assist an inspector in the conduct of audits including allowing the inspector or officer to interview any employee of the applicant in relation to the Implementation of the Interstate Certification Assurance System.
- (f) The applicant authorises the persons listed in Section 3 of this application to issue certificates on his or her behalf.
- (g) In the event of cancellation or non-renewal of this arrangement the certificate pad and any green copies must be returned as they remain the property of Plant Biosecurity Branch.
- (h) Plant Biosecurity fees will apply to those businesses/persons that choose to participate in this ICA/CA arrangement. Plant Biosecurity Branch can be contacted for a schedule of the Plant Biosecurity fees.

**The applicant agrees to abide by the accreditation conditions listed above and acknowledges that any accreditation is granted subject to those conditions.**

**The applicant certifies that all of the information contained in this application is true and correct.**

Signature/s	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.

**Office Use Only**

**Desk Audit** ☐ Passed ☐ Failed

Name (print) \_\_\_\_\_

Date received \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signature: \_\_\_\_\_

Date completed \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Post your application/s to: Department of Primary Industry and Resources, Plant Biosecurity Branch  
GPO Box 3000, DARWIN NT 0801

## Plant Health Assurance Certificate

### Consignment Details (PLEASE PRINT)

CONSIGNOR (FROM)
Name <i>Joe's Tomato Farm Pty Ltd</i>
Address <i>Lot 2000 Beddington Road</i>
<i>Humpty Doo NT 0836</i>

CONSIGNEE (TO)
Name <i>Adelaide Produce Market</i>
Address <i>Burma Road,</i>
<i>Pooraka SA 5095.</i>

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

### Certification Details (PLEASE PRINT)

IP NUMBER	FACILITY NUMBER	PROCEDURE
A 9999	01	ICA- 38

ACCREDITED BUSINESS THAT PREPARED THE PRODUCE
Name <i>Joe's Tomato Farm Pty Ltd</i>
Address <i>Lot 2000 Beddington Road</i>
<i>Humpty Doo NT 0836</i>

GROWER OR PACKER
Name <i>As Above</i>
Address

OTHER FACILITIES SUPPLYING PRODUCE

BRAND NAME OR IDENTIFYING MARKS (as marked on packages)	DATE OR DATE CODE (as marked on packages)
<i>Joe's Tomato Farm</i>	<i>12122012</i>

Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Authorisation for Split Consignment
<i>40</i>	<i>Cartons</i>	<i>Bitter Melon</i>	

### Treatment Details

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

### Additional Certification / Codes

*Meets ICA 38 Inspected and found free of melon thrips.'*

### 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 *Plant Health Act* and that the details shown above are true and correct in every particular.

AUTHORISED SIGNATORY'S NAME (PLEASE PRINT)	SIGNATURE	DATE
<i>Joe Signatory</i>	<i>Joe Signatory</i>	<i>12/12/2012</i>

# ATTACHMENT SHEET

Attachment 2A

Plant Health Assurance Certificate No. B012345

Consignor –

Joe's Quality Flowers Pty Ltd  
Produce Rd  
Lambells Lagoon NT 0836

Carton No.	No. and Size of Items	Type of Plant Material
1	10 X 75 mm pots	Frangipani cuttings ( <i>Plumeria rubra</i> )
1	10 X 75 mm pots	Torch Ginger ( <i>Etlingera elatior</i> )
2	30 X stems	Heliconia flowers ( <i>Heliconia spp.</i> )
2	30 X stems	Anthurium flowers ( <i>Anthurium andraeanum</i> )
3	10 X bunches	Cycad foliage ( <i>Cycas revoluta</i> )

Authorised Signatory -

Joe Signatory

Printed Name

J Signatory

Signature

04 02 13

Date

## Register of Approved Inspection Officers

### Attachment 3

[illegible]

**Note:** Place a line through any entry for any person who is no longer approved to carry out fruit fly inspections under the business's Interstate Certification Assurance arrangement.

# Melon Thrip Inspection Record

Attachment 4

Date of Inspection:			Package Identification		
Place of Inspection:			IP Number:		
Name of Inspection Officer:			PHAC Certificate No(s):		
Inspection Type <input type="checkbox"/> End-point <input type="checkbox"/> In-line			Name & Address of Grower and or Packer: (if multiple, list in comments/findings column)		
Notes:			Produce Type: (if multiple, list in comments/findings column)		
			Total Number of Packages in Consignment/Lot: (list separately if multiple commodities)		

Package No.	Time sample taken (in-line only)	Number of Units	Total Number of Units	Comments/Findings
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

Pass		Fail		Signature of Inspection Officer:
Actions resulting from a suspected detection of a quarantine pest   				

# Sample Submission Form

Attachment 5

*This form should accompany each sample submitted for identification by the DPIF Entomologist.*

Name of business submitting sample:		IP Number:
<input type="text"/>		<b>A</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Postal address for response:		
<input type="text"/>		
Telephone number:	Facsimile number:	Mobile number:
( <input type="text"/> ) <input type="text"/>	( <input type="text"/> ) <input type="text"/>	<input type="text"/>
Name of person who collected sample:		Time and date collected:
<input type="text"/>		: <input type="text"/> <small>AM</small> / <input type="text"/> / <input type="text"/> <small>PM</small>
Street address of property where specimen collected:		
<input type="text"/>		

Host Plant Details:

.....  
Level of Infestation:.....

☐ High (>10)      ☐ Medium (5-10)      ☐ Low (<5)

.....  
Street address of Source Block: .....

Source Block IP Number: **A**

Source Block Reference Code or Number (as per Property Plan):.....

Printed Name	Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

## OFFICE USE ONLY

Sample number:	<input type="text"/>	Time and date received:	: <input type="text"/> <small>AM</small> / <input type="text"/> / <input type="text"/> <small>PM</small>
----------------	----------------------	-------------------------	---

Identification:

.....	.....
.....	.....
.....	.....
.....	.....

Identified by:

Printed Name	Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

Business advised by:

☐ Post      ☐ Facsimile

Time and date sent:

Printed Name	Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/> : <input type="text"/> <small>AM</small> / <input type="text"/> / <input type="text"/> <small>PM</small>