



Department of  
Primary Industries and  
Regional Development

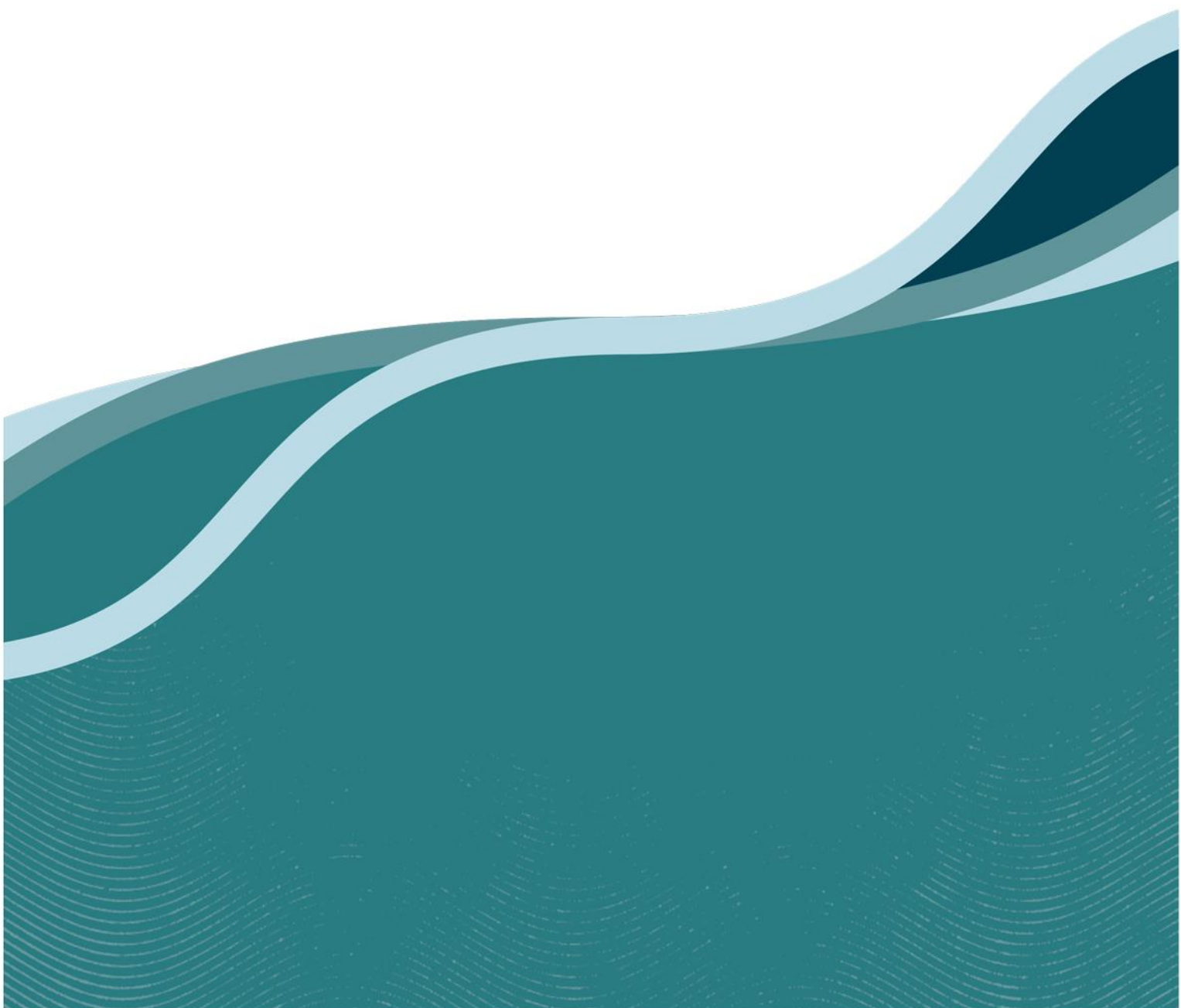
Protect  
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Interstate Certification Assurance

# Dipping with Dimethoate

Version 10.0 – 13 April 2023

# ICA01



### Revision Register

Issue Number	Date of Issue	Amendments
1.0	11/6/98	All pages
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5.0	18-6/01	All pages
6.0	26/8-03	All pages
7.0	06/08/04	Plant Health Assurance Certificate (Attachment 1)
8.0	14/09/12	Updated as per APVMA Fenthion review
9.0	20/05/13	2. References & 3. Definitions
10	13/04/23	Removed fenthion. Updated all pages

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## 1 PURPOSE

The purpose of this procedure is to describe-

- (a) the principles of operation, design features and standards required for dipping equipment; and
- (b) the responsibilities and actions of personnel;

that apply to dipping produce with dimethoate for fruit fly under an Interstate Certification Assurance (ICA) arrangement.

## 2 SCOPE

This procedure covers all certification of dipping with dimethoate by a Business operating under an Interstate Certification Assurance arrangement in Western Australia.

Pests: Queensland Fruit Fly (*Bactrocera tyroni*).

Produce: Dimethoate may be used for:

- all fruits specified on the APVMA label or minor use permit. The label or APVMA minor use permit currently includes:
  - citrus fruit (excluding edible skin species e.g., kumquats), and citrus fruit that has received pre-harvest treatment with dimethoate),
  - tropical and sub-tropical fruit with inedible peel - Abiu/Abius, Akee Apple, Avocados, Bananas, Banana Passionfruit, Breadfruit, Cactus Fruit, Caimito/Star Apple, Canistel, Casimiro / White Sapote, Cherimoya, Custard Apples, Durian, Feijoas, Granadilla, Guavas (inedible peel varieties), Ilama, Jackfruit, Kiwifruit (Chinese Gooseberries, inedible peel varieties), Longan, Lychees (inedible peel varieties), Mangoes, Mangosteen, Passionfruit, Paw Paws, Plantain, Pomegranates, Pulasan, Rambutan, Rollinia, Santol, Sapodilla, Sapote (black, green, mammey & white), Soursop, Sweetsop/Sugar apple, Tamarillos, Wax Jambus.
- Location: Western Australia.

Dipping in dimethoate may not be an accepted quarantine entry condition for all fruits to all interstate markets.

Some 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

WI-QA015

Guidelines for Completion of Plant Health Assurance Certificates

## 4 DEFINITIONS

**Application for Accreditation**

means an Application for Accreditation of a Business for an Interstate Certification Assurance (ICA) Arrangement.

<b>Accredit</b>	means to accredit persons to issue Assurance Certificates under regulation 6 of Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013
<b>Act</b>	means the <i>Biosecurity and Agriculture Management Act 2007</i>
<b>Approved laboratory</b>	means a laboratory approved by the National Association of Testing Authorities (NATA) or the Department of Primary Industries and Regional Development Western Australia.
<b>APVMA</b>	means the Australian Pesticides and Veterinary Medicines Authority
<b>Authorised Signatory</b>	means an officer of an ICA accredited Business whose name and specimen signature is provided as an authorised signatory with the Business's Application for Accreditation.
<b>Business</b>	means the legal entity responsible for the operation of the treatment facility and ICA arrangement as detailed on the Business's Application for Accreditation.
<b>Certificate</b>	means a Plant Health Certificate or a Plant Health Assurance Certificate, which verifies that a consignment meets the requirements of an Interstate Certification Assurance Procedure or an interstate quarantine entry requirement.
<b>Certification Assurance</b>	means a voluntary arrangement between the Department of Primary Industries and Regional Development Western Australia and a Business that demonstrates effective in-house quality management and provides assurance through documented procedures and records that produce meets specified requirements.
<b>dipping</b>	means full immersion in a diluted chemical mixture.
<b>facility</b>	means the location where produce is assembled, inspected, treated, securely stored, certified and dispatched.
<b>fruit fly</b>	means Queensland fruit fly ( <i>Bactrocera tryoni</i> ) (Froggatt)
<b>ICA Scheme</b>	means a system of Certification Assurance developed to meet the requirements of State and Territory Governments for the plant health certification of produce for interstate and intrastate quarantine purposes.
<b>Inspector</b>	means a person appointed under section 162 of the Act
<b>Nonconformance</b>	means the non-compliance or non-fulfillment of specified requirements. A critical nonconformance has the potential to seriously compromise the system, a major can result in eventual systems breakdown whilst a minor is unlikely to cause problems unless there is a change of circumstances.
<b>Queensland fruit fly</b>	means all stages of the species <i>Bactrocera tryoni</i>

## 5 RESPONSIBILITY

### 5.1 Application for Accreditation

The Business must submit an Application for Accreditation annually to the Department of Primary Industries and Regional Development Western Australia and nominate in the application, staff to perform duties and issue Assurance Certificates.

### 5.2 Appointment of Persons Responsible

In the Application, the Business must nominate a Certification Controller and deputies to oversee the ICA arrangement and nominate one or more Authorised Signatories to issue Assurance Certificates on behalf of the Business. These positions may be carried out by the same person or by several people, depending on the size and complexity of the Business's operations.

If during the year, additional signatories need to be authorised, the business must make application and submit the names and signatures of those people.

The following 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;
- ensuring that all dimethoate dipping certified under the Business's ICA arrangement is carried out in accordance with this Operational Procedure.

The **Treatment Operator** is responsible for -

- preparing and maintaining dip mixtures and top-up mixtures;
- maintaining dip preparation, top-up and treatment records;
- maintaining dip concentration testing analysis records;.
- where applicable, calibrating mechanical fruit feeding equipment and maintaining calibration test records;
- maintaining dipping equipment.

The **Authorised Dispatcher** is responsible for -

- ensuring all packages covered by a Certificate issued by the Business under this Operational Procedure are identified
- maintaining copies of all Certificates issued by the business under the ICA arrangement (refer **Error! Reference source not found.**).

**Authorised Signatories** are responsible for -

ensuring, prior to signing and issuing a 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.

## 6 REQUIREMENT

### 6.1 Post-harvest treatment:

1. Host produce must be dipped:
  - a) in a mixture containing 400mg/L dimethoate, which is registered or approved under an APVMA minor use permit for the control of fruit fly for dipping of the specific host produce;
  - b) in a mixture containing 100ml of concentrate per 100L water in the dip tank;
  - c) by full immersion of produce for not less than 60 seconds for all produce, except passionfruit,
    - i. passionfruit may be dipped for not less than 10 seconds and must remain wet for a period of not less than 60 seconds after treatment;
  - d) dipping must be the last treatment before packing, except for citrus fruit;
    - i. for citrus fruit only;
      - A. a non-recovery gloss coating ("wax") may be applied not less than 60 seconds after treatment.
      - A. produce may be washed, treated with a fungicide and/or a gloss coating applied not less than 24 hours after dipping.

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## 7 PROCEDURE

### 7.1 Accreditation

#### 7.1.1 Application for Accreditation

A Business seeking accreditation for an ICA arrangement under this Operational Procedure shall make application for accreditation at least 10 working days prior to the intended date of commencement of certification of produce.

#### 7.1.2 Audit Process

##### Initial Audit

Prior to accrediting a Business, an Inspector carries out an initial audit of the Business to verify the ICA system is implemented and capable of operating in accordance with the requirements of the Operational Procedure.

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

Any changes to the scope, equipment, procedures or nominated persons list as documented at the initial audit will constitute a nonconformance unless the Business has written permission from the ICA Officer, Department of Primary Industries and Regional Development Western Australia to make the changes.

##### Compliance Audit

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

A compliance audit is conducted:

- within four (4) weeks of the initial audit and accreditation or issuance of first PHAC;
- within twelve weeks of the business applying for re-accreditation; 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.

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.

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 system records or ICA system documentation.

Unscheduled compliance audits may be conducted at any time 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 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.

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

### Certificate of Accreditation

An accredited Business will receive a *Certificate of Accreditation for an Interstate Certification Assurance Arrangement* 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 and make this available on request by an Inspector.

**A Business may not commence or continue certification of produce under the ICA arrangement unless it is in possession of a valid and current Certificate of Accreditation for the procedure, produce type and chemical covered by the Assurance Certificate.**

## 7.2 Dip Preparation

The Treatment Operator shall prepare a fresh dip mixture at a minimum of every 48 hours or more frequently as required.

Unused dip mixture may be held overnight for use the next day, however the mixture must be thoroughly mixed for at least two minutes prior to further use.

Periods longer than 48 hours may be considered where a Business can demonstrate by analysis of the chemical mixture (refer 7.6 ) the ability to control and maintain concentration for a specified longer period.

### 7.2.1 Volume of the Dip Tank

- Permanent volume indicator marks shall be made on the inside of the dip tank, or on a sight tube or sight panel on the outside of the tank, or by some other device which clearly and accurately indicates the **maximum mixture level** and any **incremental volumes** used.
- Volume indicator marks shall include the volume in litres required to fill the tank to that level

### 7.2.2 Dip Mixture Preparation Chart

The Business shall maintain a Dip Mixture Preparation Chart (refer Attachments 3 & 4) or similar record in close proximity to the dipping equipment.

The chart shall provide the following details-

- a) the total volume in litres (L) of the dip tank when filled to the maximum mixture level mark;
- b) the volume in millilitres (mL) of concentrate required in a full tank of the made-up dip mixture;
- c) the volume in millilitres (mL) of concentrate required to achieve a made-up dip mixture for known incremental volumes or top-up volumes used; and
- d) the printed name and signature of the person responsible for the Chart's preparation and the date of preparation.

### 7.2.3 Ensuring Correct pH

Dips shall be maintained at a pH below 7.0 to prevent breakdown of the chemical.

The Treatment Operator shall regularly check the dip mixture to ensure correct pH by testing with a pH tester. Dip pH checks shall be recorded by the Treatment Operator.

After measuring the pH, the Treatment Operator shall determine if a pH buffer is required.

An acidifying buffer may be used to achieve and maintain an acceptable pH level.

### 7.2.4 Pre-Dipping Treatments

Host produce can be treated with water or other chemical treatments prior to dipping with Dimethoate provided there is enough time for the majority of the water to drain off to minimise the dilution of the dip mixture.

The direct addition of chemicals to the wash water, or carriage of chemicals on host produce, that raise pH or otherwise destroy the pesticide must be avoided.

Where host produce has undergone pre-dip treatment washing or chemical treatments, a dip mixture top-up program may be required to maintain the dip mixture concentration within the required tolerance.

### 7.2.5 Dip Preparation Records

Records of dip mixture preparation shall be maintained by the Treatment Operator which record the date, time and volumes of concentrate and water used to prepare the dip mixture (refer 7.5 Treatment Records).

## 7.3 Dipping

Fruit should be clean before dipping to avoid fouling the dip mixture and restricting or reducing contact of the chemical with the fruit surface.

### 7.3.1 Dimethoate Dip

Treat by full immersion of the fruit for a period of not less than 60 seconds, except for passionfruit may be dipped for 10 seconds, after which they must remain wet for a period of not less than 60 seconds.

### 7.3.2 Manual Fruit Immersion

The Treatment Operator shall ensure all fruit are placed into appropriate dipping containers.

These containers must be made from a material that allows adequate circulation of the dipping mixture over and around the fruit.

For example, plastic crates, wooden slatted or open metal bulk bins or perforated plastic buckets may be used.

Place the containers into the dip, ensuring that all fruit is fully immersed and fruit does not float from containers. A mesh lid or other device may be required to ensure all fruit remains fully immersed during dipping.

Allow the minimum time period for the fruit type after complete immersion (refer 6. Requirement). An accurate timing mechanism capable of measuring time to the second shall be used for timing fruit immersion.

Remove the container from the dip and allow the pesticide mixture to drain from the container.

Repeat the process until all fruit has been treated.

### 7.3.3 Mechanical Fruit Feeding

The Treatment Operator shall ensure mechanical fruit feed equipment is designed and operated to ensure fruit remains completely immersed in the dip mixture for the required time period (refer 7.8 Dip Calibration - Mechanical Fruit Feeding).

Fruit feed mechanisms must be designed in a manner that prevents fruit from passing through the dip in less than the required time period.

Operation of equipment and volume of fruit feeding through the dip shall be carefully monitored by the Treatment Operator to ensure fruit is prevented from being pushed or carried through the dip in less than the required time period.

### 7.3.4 Last treatment before packing

Dipping must be the last treatment before packing, except for melons and conditionally on citrus, which may:

- a) have a non-recovery gloss coating (wax) applied at least 60 seconds after dipping with Dimethoate; or
- b) be washed, fungicide treated and/or have a gloss coating applied a minimum of 24 hours after dipping with Dimethoate.

The Treatment Operator shall ensure that no other treatments, such as fungicide treatment or washing, are applied to host produce between dipping and packing. However, other processes may be approved provided they do not affect the efficacy of the dip treatment.

## 7.4 Maintaining Dip Concentration and Volume

Concentration of the chemical mixture must be maintained within  $\pm 15\%$  of the required concentration at all times (refer 6. Requirements)

### 7.4.1 Topping Up

During the dipping process it may be necessary for the Treatment Operator to top-up the dip mixture to maintain dip concentration and/or volume. This is done by adding the required volume of water and the required volume of concentrate to the dip mixture as determined by the facility's top-up program (refer **Error! Reference source not found.** Top-Up Program).

Add the required amount of concentrate to the dip tank prior to topping-up with water (if required) to assist mixing of the chemical and the water.

Add the required volume of water (if required) to the dip tank using a graduated measuring vessel or a liquid metering device or use **incremental volume** marks marked on the side of the dip tank.

Ensure that the chemical is completely diluted in all of the water by thoroughly mixing the tank for a minimum of two minutes before recommencing the dip operation.

### 7.4.2 Top-Up Program

A facility which uses topping-up as a means of maintaining dip volume and/or concentration must develop and document a top-up program for maintaining dip concentration.

The top-up program shall state-

- a) the frequency of topping-up based on the quantity of fruit treated or time; and

- b) the quantity of concentrate and water required to be added.

The business shall provide evidence that the dip top-up program being used is effective in achieving and maintaining dip concentration within  $\pm 15\%$  of the required concentration (refer 7.6 Dip Concentration Testing).

### 7.4.3 Top-Up Preparation Records

Records of dip top-up preparation shall be maintained by the Treatment Operator which record the date, time and volumes of concentrate and water added to the dip mixture (refer 7.5 Treatment Records).

## 7.5 Treatment Records

The Treatment Operator must record all dip mixture preparation, top-up mixture preparation and fruit treatment using a Dip Mixture Preparation, Top-Up and Treatment Record (refer Attachment 2) or records which capture the same information.

The Business's treatment records must record -

- the date of dip mixture or top-up mixture preparation;
- the time of dip mixture or top-up mixture preparation;
- volume of concentrate used (millilitres);
- total volume of the made-up dip mixture or top-up mixture (litres);
- the trade name of the concentrate used;
- the date the dip mixture was discarded;
- the date of treatment;
- treatment commencement time;
- treatment completion time;
- the type of fruit treated;
- the approximate quantity of fruit treated;
- the identification of the Treatment Operator

## 7.6 Dip Concentration Testing

The Business must verify the ability to achieve and maintain dip concentrations by providing results of analysis of samples of a dip mixture from an approved laboratory.

### 7.6.1 Frequency of Sampling

Samples shall be gathered and tested-

- a) once prior to initial approval of the facility (so an analysis result is available for the Inspector carrying out the initial audit of the Business's facility and operating procedures); and
- b) at least annually during each season thereafter.

Annual sampling is required during the season for each fruit species being treated where there is a difference -

- a) in the method of processing the fruit (ie one species is dipped wet and the other dry), or
- b) in chemicals or other treatments applied to the fruit prior to dipping (ie one species is treated with a fungicide and one is not)

where these may materially affect the maintenance of the dip mixture concentration.

Dip samples shall be collected at a minimum of -

- a) immediately following preparation of a fresh dip mixture; and

- b) at cessation of treatment after the chemical mixture has been used to treat the maximum quantity of fruit that will be treated in the facility before a dip mixture is discarded.

Additional dip samples required for a facility using a top-up program shall include a sample of a dip mixture taken immediately prior to topping-up the mixture according to the facility's documented top-up program.

### 7.6.2 Collection of the Sample

Samples of a minimum of 200 mL shall be taken from the centre of the dip tank and placed in a clean glass sample bottle with a secure watertight lid.

### 7.6.3 Storing and Packing the Sample

Samples should be stored under refrigeration and dispatched within 24 hours of collection to minimize losses in chemical concentration.

Samples must be carefully packaged to prevent damage in transit and comply with any hazardous chemical packaging and transport requirements.

Samples shall be accompanied by a completed *Fruit Fly Chemical Treatment Sample for Analysis* form. A copy of the form is included as Attachment 5.

### 7.6.4 Chemical Mixture Analysis Records

Results of the analysis must be retained by the Business for a minimum of 12 months from receipt and be made available when requested by an Inspector (refer 7.12 ICA System Records).

Details of chemical mixture analysis results shall be maintained using a Chemical Mixture Analysis Record (refer Attachment 6) or records which capture the same information.

The Business's chemical mixture analysis records must include-

- the date and time of collection of the sample;
- the full trade name and batch no. of the concentrate used;
- the total volume of concentrate added to the dip mixture;
- the total volume of the prepared dip mixture from which the sample was taken.
- Additional data that should be recorded by the Business includes-
- the name and quantity of any detergents, fungicides or other additives added to the dip mixture;
- type and quantity of fruit treated prior to collection of the sample;
- whether the fruit was dry, moist or wet when it entered the dip mixture.

Once accredited, any deficiency in an analysis result (refer 7.4 Maintaining Dip Concentration and Volume) **must**, as soon as practical, be reported to the Certification Assurance Supervisor for the district so an investigation may be carried out to determine the cause and rectify any problems

## 7.7 Disposal of Dip Mixture

The treatment facility must have the facilities to dispose of the dip mixture in a manner consistent with the requirements of the Health Department of Western Australia and Local Authorities (Shire or City Councils etc.).

## 7.8 Dip Calibration - Mechanical Fruit Feeding

The Treatment Operator shall carry out calibration tests on mechanical fruit feed equipment at regular intervals.

Calibration tests shall be carried out at a minimum of -

- a) once immediately prior to commencement of treatment and certification of produce each season for each fruit type being treated; and
- b) within a minimum of four weeks from commencement of treatment each season, or prior to the annual compliance audit, whichever is the earlier; and
- c) once a month during each fruit season.

Calibration tests may be carried out by placing an identifiable piece of fruit (e.g., marked with a waterproof ink) on the feed mechanism with a normal flow rate of other fruit. The Treatment Operator times the period that the marked piece of fruit is immersed in the dipping mixture.

This process is repeated three times and on each occasion the fruit must remain fully immersed in the dipping mixture for the minimum time period.

If any of the tests reveal that fruit is not remaining fully immersed for the minimum time period, the equipment shall be adjusted, and the procedure repeated until a satisfactory result is achieved.

### 7.8.1 Dip Calibration Test Records

Records of mechanical fruit feed calibration tests shall be maintained by the Treatment Operator which record -

- a) the name of the person conducting the test;
- b) the date of testing; and
- c) the results achieved during the test.

An example Mechanical Fruit Feed Calibration Test Record is included as Attachment 7

## 7.9 Dip Maintenance

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

## 7.10 Post Treatment Security

Packing shall commence as soon as practicable after treatment. Fruit may be allowed to dry adequately prior to packing.

Treated fruit shall be held for the minimum practical period after treatment before it must be secured against reinfestation.

Any fruit which is stored outside the treatment facility after treatment and prior to dispatch must be held under secure conditions.

Any treated fruit, which remains unpacked at the end of the day, must be held in secure conditions until packed.

Completed pallets shall be held for the minimum practical period before placing in secure conditions.

Certified fruit must be stored at and transported from the facility in secure conditions which prevent infestation by fruit fly.

Secure conditions include-

- a) unvented packages;
- b) vented packages with the vents secured with gauze/mesh with a maximum aperture of 1.6 mm;

- c) fully enclosed under tarpaulins, hessian, shade cloth, mesh or other covering which provides a maximum aperture of 1.6 mm;
- d) shrink wrapped and sealed as a palletised unit;
- e) fully enclosed or screened buildings, coldrooms, vehicles or other facilities free from gaps or other entry points greater than 1.6 mm.

The business shall have adequate procedures in place that prevents the mixing of treated and untreated fruit at the facility.

## 7.11 Dispatch

### 7.11.1 Package Identification

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

- the Interstate Produce number (IP) of the Business that operates the approved facility in which the produce was treated; and
- the Treatment date (or code); and
- the words, “**MEETS ICA-01**”.

prior to the issuance of a Certificate by the Business under this Operational Procedure.

**Any packages containing fruit that has not been treated in accordance with the requirements of this Operational Procedure shall not be marked as stated above.**

### 7.11.2 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 dimethoate or fenthion dip treatment.

Assurance Certificates shall be in the form of a Plant Health Assurance Certificate. A completed example is shown as Attachment 1.

An Authorised Signatory must -

- complete a Certificate (Attachment 1) for each consignment.
- check that the quantities, labelling and fruit types in the assembled consignment match the details on the Certificate.
- give each Certificate a unique number.

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

### 7.11.3 Assurance Certificate Distribution

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

The **duplicate** (blue copy) is to be sent to the below address not less than monthly.

- Quality Assurance Officer  
Quarantine WA  
Locked Bag 69  
WELSHPOOL DC, WA 6986

The **triplicate** (white copy) must be retained by the accredited Business.

### 7.12 ICA System Records

The Business shall maintain the following records-

- Dip Mixture Preparation Chart;
- Dip Mixture Top-Up Program (if dip mixture is topped-up);
- Dip Mixture Preparation, Top-Up and Treatment Record;
- Chemical Mixture Analysis Record;
- Mechanical Fruit Feed Calibration Test Record (if mechanical fruit feed equipment is used);
- the duplicate copy of each *Plant Health Assurance Certificate* issued by the Business.

ICA system records shall be retained for a period of not less than 12 months from completion or until the next compliance audit of the business, whichever is the later.

An accredited Business must hold a minimum of 12 months ICA system records at the time of any compliance audit. If the compliance audit is conducted more than 12 months from the last compliance audit, the business must maintain all records completed since the previous compliance audit.

### 7.13 ICA System Documentation

The Business shall maintain the following documentation-

- a) a copy of the Business's current Application for Accreditation.
- b) a current copy of this Operational Procedure.
- c) a current Certificate of Accreditation for an Interstate Certification Assurance Arrangement.

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

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## 8 NON-CONFORMANCES and Sanctions

### 8.1 Non-conformances

Audits are regularly undertaken to evaluate the effectiveness of implementation of ICA 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.

### 8.2 Incident Reports

Incident Reports may be raised by interstate quarantine authorities to report the detection of a non-conformance in produce certified under this ICA 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.

### 8.3 Suspension and Cancellation

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

- obtained accreditation through the provision of false or misleading information;



- not paid fees owing to the DPIRD;
- contravened an accreditation requirement that compromises the integrity of the arrangement; and/or
- not rectified a non-conformance.

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

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## 9 Attachments

Attachment 1	Plant Health Assurance Certificate	Example
Attachment 2	Dip Mixture Preparation, Top-Up and Treatment Record	Blank
Attachment 3	Dip Mixture Preparation Chart	Blank
Attachment 4	Dip Mixture Preparation Chart	Example
Attachment 5	Fruit Fly Chemical Treatment Sample for Analysis	Blank
Attachment 6	Chemical Mixture Analysis Record	Blank
Attachment 7	Mechanical Fruit Feed Calibration Test Record	Blank



Department of  
Primary Industries and  
Regional Development

ORIGINAL (Yellow) – Consignment Copy  
DUPLICATE (Blue) – Quarantine WA Copy  
TRIPPLICATE (White) – Business (Book) Copy

Certificate Number: XXXXX

Business Specific Information*			
Dispatch Date: _____ / _____ / _____		Ref No: _____	
Arrival Date: _____ / _____ / _____		PO No: _____	
* These items display business specific information entered at the discretion of the consignor. They do not represent any part of the certifying conditions of the produce.			

## Plant Health Assurance Certificate

Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013  
All accreditation details must be completed. Please print clearly and initial any alterations

### Consignment Details

#### Consignor

Name <b>ABC Pty Ltd</b>
Address <b>Block Road</b> <b>Perth WA 6000</b>

#### Consignee

Name <b>Fresh Agents</b>
Address <b>Somewhere Road</b> <b>Somewhere SA</b>

#### Re-consigned To

(Splitting consignments or re-consigning whole consignments).

Name
Address

### Certification Details

IP Number	Facility Number	Procedure
<b>W 9999</b>	<b>01</b>	<b>ICA-01</b>

#### Accredited Business That Prepared The Produce

Name <b>ABC Pty Ltd</b>
Address <b>Block Road</b> <b>Perth WA 6000</b>

#### Grower or Packer

Name <b>ABC Pty Ltd</b>
Address <b>Block Road</b> <b>Perth WA 6000</b>

#### Other Facilities Supplying Produce

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Number of Packages	Type of Packages (e.g. trays, cartons)	Type of Produce	Brand Name or Identifying marks (As marked on packages)	Date Code (As marked on packages)	Authorisation for Split Consignment
<b>199</b>	<b>Trays</b>	<b>Avocados</b>	<b>ABC Produce</b>	<b>230323</b>	<div style="border: 1px solid black; padding: 5px; font-size: small;">Affix Authorisation Stamp to Split / Re-consignee here</div>

### Treatment Details

Treatment	Chemical (Active Ingredient)	Treatment Date	Concentration / Duration and Temperature
<b>Dipping</b>	<b>Dimethoate</b>	<b>23/03/2023</b>	<b>400mg/L for 60 sec</b>

### Additional Certification / Codes

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### 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 Certification Assurance arrangement and that the details shown above are true and correct in every particular. I acknowledge that it is an offence under the Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013 to issue assurance certificates without being accredited and/ or making false statements in certificates and declarations.

Authorised Signatory's Name (Print Name)	Signature	Date
<b>Joe Bloggs</b>		<b>24/03/2023</b>

# DIP MIXTURE PREPARATION, TOP-UP AND TREATMENT RECORD (ICA01)

DIP MIXTURE PREPARATION & TOP-UP PREPARATION								FRUIT TREATMENT						
Date	Time	Top-Up (✓)	pH check (✓)	Volume of Concentrate (Millilitres)	Volume of Mixture (Litres)	Trade Name of Concentrate	Date Mixture Discarded	Date of Treatment	Start Time	Finish Time	Type of Fruit Treated	Quantity of Fruit Treated (kg or packages)	Treatment Operator's Name	Signature

# DIP MIXTURE PREPARATION CHART

Chemical Concentrate = \_\_\_\_\_

Full Dip Tank Volume = \_\_\_\_\_ Litres

Concentrate to Full Tank = \_\_\_\_\_ millilitres

## Part Fill or Top-Up (Concentrate [mL]/Mixture [L])

\_\_\_\_\_ mL Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL Concentrate / \_\_\_\_\_ Litres Mixture

\_\_\_\_\_ mL Concentrate / \_\_\_\_\_ Litres Mixture

Prepared by \_\_\_\_\_ / /  
Printed Name Signature Date

# DIP MIXTURE PREPARATION CHART

Chemical Concentrate = Dimethoate

Target mixture Concentration = 400 ppm

Full Dip Tank Volume = 1400 Litres

Concentrate to Full Tank = 1400 millilitres

## Part Fill or Top-Up (Concentrate [mL]/Mixture [L])

<u>50</u>	mL Concentrate /	<u>50</u>	Litres Mixture
<u>100</u>	mL Concentrate /	<u>100</u>	Litres Mixture
<u>250</u>	mL Concentrate /	<u>250</u>	Litres Mixture
<u>400</u>	mL Concentrate /	<u>400</u>	Litres Mixture
<u>500</u>	mL Concentrate /	<u>500</u>	Litres Mixture
<u>750</u>	mL Concentrate /	<u>750</u>	Litres Mixture
<u>1000</u>	mL Concentrate /	<u>1000</u>	Litres Mixture

Prepared by T Operator

Printed Name

*T Operator*

Signature

01/01/2023

Date

# FRUIT FLY CHEMICAL TREATMENT SAMPLE FOR ANALYSIS (ICA01)

(Only one sample to be submitted per form)

**SAMPLE DETAILS**

Client's Name:	<input type="text"/>	IP Number:	<input type="text" value="W"/>
Postal Address:	<input type="text"/> <hr/> <input type="text"/>	Street Address:	<input type="text"/> <hr/> <input type="text"/>
Telephone No:	<input type="text"/>	Fax No:	<input type="text"/>
Product Treated:	<input type="text"/>		
Chemical used (tick or write in):	<input type="checkbox"/> Dimethoate	<input type="checkbox"/> Fenthion	
Chemical Brand Name:	<input type="text"/>	Batch Number:	<input type="text"/>
Total Volume of Mixture:	<input type="text"/>	Volume of concentrate added:	<input type="text"/> mL
Name and Amount of other chemicals added:	<input type="text"/>		
Date of Mixing:	<input type="text"/>	Time of Mixing:	<input type="text"/>
Product condition immediately prior to Treatment (tick one):	<input type="checkbox"/> Dry	<input type="checkbox"/> Moist	<input type="checkbox"/> Dripping
Sample Number as marked on sample bottle:	<input type="text"/>		
Date sample collected:	<input type="text"/>	Time sample collected:	<input type="text"/>
Quantity treated before sample collected:	<input type="text"/>		
Total volume of chemical mixture <b>at time of sampling</b> :	<input type="text"/>	Litres	
Other information on sample:	<input type="text"/>		

**ANALYSIS DETAILS – For Laboratory Use Only**

<b>Laboratory Identification:</b> (apply stamp)	<input type="text"/>		
Laboratory Number:	<input type="text"/>	Date Received:	<input type="text"/>
		Date analysed:	<input type="text"/>
Analysis Method:	<input type="text"/>		
<b>Result:</b> Chemical:	<input type="text"/>	Concentration:	<input type="text"/> Mg/L
		Date analysed:	<input type="text"/>
Comments:	<input type="text"/> <hr/> <input type="text"/>		
Analyst Name:	<input type="text"/>	Signature	<input type="text"/>
		Date	<input type="text"/>

## CHEMICAL MIXTURE ANALYSIS RECORD (ICA01)

SAMPLE DETAILS	CHEMICAL MIXTURE DETAILS		FRUIT DETAILS	ANALYSIS DETAILS
Date of Sampling-	Trade Name of Concentrate-	Other Additive/s-	Fruit Treated-	Laboratory-
Time of Sampling-	Batch No.-	Volume of Additive/s- _____mL	Quantity Treated-	Analysis No.-
Sample No.-	Volume of Concentrate- _____mL	Total Volume of Mixture- _____Litres	Condition <input checked="" type="checkbox"/> - <input type="checkbox"/> Dry <input type="checkbox"/> Moist <input type="checkbox"/> Wet	Analysis Result-
Date of Sampling-	Trade Name of Concentrate-	Other Additive/s-	Fruit Treated-	Laboratory-
Time of Sampling-	Batch No.-	Volume of Additive/s- _____mL	Quantity Treated-	Analysis No.-
Sample No.-	Volume of Concentrate- _____mL	Total Volume of Mixture- _____Litres	Condition <input checked="" type="checkbox"/> - <input type="checkbox"/> Dry <input type="checkbox"/> Moist <input type="checkbox"/> Wet	Analysis Result-
Date of Sampling-	Trade Name of Concentrate-	Other Additive/s-	Fruit Treated-	Laboratory-
Time of Sampling-	Batch No.-	Volume of Additive/s- _____mL	Quantity Treated-	Analysis No.-
Sample No.-	Volume of Concentrate- _____mL	Total Volume of Mixture- _____Litres	Condition <input checked="" type="checkbox"/> - <input type="checkbox"/> Dry <input type="checkbox"/> Moist <input type="checkbox"/> Wet	Analysis Result-
Date of Sampling-	Trade Name of Concentrate-	Other Additive/s-	Fruit Treated-	Laboratory-
Time of Sampling-	Batch No.-	Volume of Additive/s- _____mL	Quantity Treated-	Analysis No.-
Sample No.-	Volume of Concentrate- _____mL	Total Volume of Mixture- _____Litres	Condition <input checked="" type="checkbox"/> - <input type="checkbox"/> Dry <input type="checkbox"/> Moist <input type="checkbox"/> Wet	Analysis Result-

## MECHANICAL FRUIT FEED CALIBRATION TEST RECORD (ICA01)

MECHANICAL FRUIT FEED CALIBRATION TEST RECORD							
Date of Test	Fruit Type	Time Immersed in Dip (seconds)			Time to Drying	Name of Testing Officer	Comments
		Test 1	Test 2	Test 3	Process (seconds)		
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**NOTES**

Mechanical fruit feed equipment calibration tests must be carried out immediately prior to commencement of treatment and certification of produce, within four weeks of commencement of treatment or prior to the Business's compliance audit, and once a month during the season for each fruit type being treated.

Three tests must be carried out. For each test, record the number of seconds an identifiable piece of fruit is completely immersed in the dipping mixture in the normal flow of fruit.

For small fruits requiring only a ten second dip, record the minimum time period between completion of the ten second dip and any drying process (eg fans, blowers or heaters) is applied to the fruit. Where no drying process is applied show not applicable (N/A).

**Adjust the equipment and repeat the test if any of the three tests are below the minimum specified time period for complete immersion or drying of small fruits.**