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Part 3 of the Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013

This following form is the approved form to be used to gain, vary or renew accreditation for an ICA arrangement. Once accredited, the nominated person(s) will be able to certify certain produce to allow interstate and intrastate trade by complying with the individual operational arrangement and meeting the quarantine requirements of the destination.

The information requested in this form will enable the Department to process the application, as prescribed in the Part 3 of the Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013. Your application must be assessed and accreditation granted by the Department before you can proceed with the proposed activity.

Before lodging this application you should be familiar with the requirements of the Biosecurity and Agriculture Management (Quality Assurance and Accreditation) Regulations 2013 available on the Department of Justice - Parliamentary Counsel's Office website ([legislation.wa.gov.au](http://legislation.wa.gov.au))

### How to submit this form

This application form must be submitted prior to the planned date the (certified) produce is to be sent to allow time for the application to be processed.

- Email to: [gwa.qualityassurance@dpird.wa.gov.au](mailto:gwa.qualityassurance@dpird.wa.gov.au)
- Mail to: Quality Assurance Officer  
Quarantine WA  
Department of Primary Industries and Regional Development WA  
Locked Bag 69  
WELSHPOOL DELIVERY CENTER WA 6986

### Prescribed fee

#### New / Renewal Applications

- An annual fee is payable for each ICA arrangement applied for at the time the application is submitted for processing.
- For current fees please contact the department on 08 9334 1800 or view online at <https://www.agric.wa.gov.au/fees-charges-and-procurement>

#### Inactive (Renewal of Accreditation).

- A Business may renew their accreditation with an 'Inactive Status'. The business will remain on the ICA scheme but **must not** operate under the ICA Operational Procedure.
- Businesses opting for 'Inactive Accreditation' **must** contact the QUARANTINE WA Quality Assurance Officer at least **15 (fifteen)** working days prior to resuming operation under the Operational Procedure to arrange an onsite compliance audit.

#### Variation

- No fee will be charged for Amendment of Details or Withdrawal of accreditation

### Term of accreditation

The term of this accreditation shall be one (1) year unless sooner cancelled or suspended from the date of your application being approved.

### Notification

The applicant will be notified of the outcome within thirty (30) days of receipt of the application. If the application is complete the applicant will be notified by email where supplied, or by postal address.

### Contact us

For more information, please contact the Quality Assurance team at the Department of Primary Industries and Regional Development on 08 9334 1800 or [gwa.qualityassurance@dpird.wa.gov.au](mailto:gwa.qualityassurance@dpird.wa.gov.au)