

Class 12.1: methyl bromide fumigation approved arrangement

Approved Arrangements Program

Version 4.0 May 2025



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Cataloguing data

This publication (and any material sourced from it) should be attributed as: DAFF 2025, *Class 12.1 methyl bromide fumigation approved arrangement*, Department of Agriculture, Fisheries and Forestry, Canberra, May 2025. CC BY 4.0.

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Department of Agriculture, Fisheries and Forestry
GPO Box 858 Canberra ACT 2601
Telephone 1800 900 090
Web [agriculture.gov.au](https://www.agriculture.gov.au)

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Acknowledgement of Country

We acknowledge the Traditional Custodians of Australia and their continuing connection to land and sea, waters, environment and community. We pay our respects to the Traditional Custodians of the lands we live and work on, their culture, and their Elders past and present.

Version control

Updated versions of this document will be published on the department's website.

Date	Version	Amendments	Approved by
16 June 2016	1.0	First release. Previously compliance agreement for onshore <i>quarantine</i> fumigation scheme	Approved arrangements section
10 September 2018	2.0	Updated <ul style="list-style-type: none"> class name to methyl bromide fumigation references from <i>methyl bromide fumigation standard</i> to <i>methyl bromide fumigation methodology</i> accredited persons licensing requirements (Table 2) form completion requirements (Table 3) general requirements amalgamated into tables 2, 3, 4 and 5 	Approved arrangements section
6 December 2021	2.0	Added <i>biosecurity risk</i> information to the scope statement in Table 1	Approved Arrangements section

26 August 2022	3.0	<p>Added:</p> <ul style="list-style-type: none"> information required for application conditions for <i>accredited persons</i> condition for possession of applicable biosecurity direction conditions for <i>pest</i> escape management and action conditions for email notification of fumigation end time conditions for photographs of instrument readings conditions for record of fumigation conditions for digital applications used to record methyl bromide fumigation. <p>Updated:</p> <ul style="list-style-type: none"> web accessible template conditions for <i>accredited persons</i> condition for monitoring fumigation in a <i>temperature controlled environment</i> conditions for records various conditions to clarify intent of wording Department of Agriculture, Water and the Environment to Department of Agriculture, Fisheries and Forestry and associated hyperlinks. 	Approved Arrangements program
1 May 2025	4.0	<p>Added:</p> <ul style="list-style-type: none"> safety information terminology: <ul style="list-style-type: none"> - fumigator-in-charge. ceasing operations (Table 10) <p>Updated:</p> <ul style="list-style-type: none"> terminology: <ul style="list-style-type: none"> - verifiable weather source - controlled temperature. enclosure types (Scope) assessment of consignment suitability (Table 2) methyl bromide fumigation (Table 3) recording the fumigation (Table 7) records (Table 9) department contact detail at compliance (Table 11). 	Approved Arrangements Program

Contents

Guide to using this document	5
Definitions.....	5
Other documents.....	5
Conditions table headings	5
Operating a class 12.1 approved arrangement	7
Objective.....	7
Scope	7
Information required for application	8
Conditions for operating a class 12.1 approved arrangement.....	9
Personnel.....	9
Assessment of fumigation suitability.....	10
Methyl bromide fumigation	11
Pest escape action	12
Fumigation notification emails	13
Photographs of instrument readings.....	14
Recording the fumigation	15
Digital applications without an electronic signature.....	17
Records	17
Ceasing operations	19
Compliance	19

Tables

Table 1 Conditions for personnel	9
Table 2 Conditions for assessment of fumigation suitability	10
Table 3 Conditions for methyl bromide fumigation.....	11
Table 4 Conditions for pest escape action	12
Table 5 Conditions for fumigation notification emails.....	13
Table 6 Conditions for photographs of instrument readings.....	14
Table 7 Conditions for recording the fumigation	15
Table 8 Conditions for digital applications without an electronic signature	17
Table 9 Conditions for records	17
Table 10 Conditions for ceasing operations.....	19
Table 11 Conditions for compliance.....	19

Guide to using this document

This document sets out the conditions that must be met before the relevant Director will consider approval for the provision of biosecurity activities under section 406 of the *Biosecurity Act 2015*, otherwise known as an approved arrangement.

This document specifies the conditions to be met for the approval, operation, and audit of this class of approved arrangement. Compliance with the conditions will be assessed by audit.

In the event of any inconsistency between these conditions and any import permit condition, the import permit condition applies. If the applicant chooses to use automatic language translation services in connection with this document, it is done so at the applicant's risk.

Further information on approved arrangements, department contact details and copies of relevant approved arrangement documentation is available at [Approved arrangements](#).

Definitions

Definitions that are not contained within the [Approved arrangements glossary](#) can be found in the *Biosecurity Act 2015*, the [Methyl bromide fumigation methodology](#) or the [Macquarie Dictionary](#). Further class specific terms are defined in Table A.

Table A – Terms and definitions

Term	Definition
Electronic signature	An electronic confirmation of an <i>accredited person's</i> identity.
Verifiable weather source	Reliable source of weather data that can be independently confirmed and validated at audit.
Wet ink signature	A person's name, or a mark representing it, as hand-signed or hand-written by that person on paper.

Other documents

The [Approved arrangements general policies](#) should be read in conjunction with these conditions. They will assist in understanding and complying with the obligations and conditions for the establishment and operation of an approved arrangement.

Conditions table headings

Noncompliance guide

The noncompliance classification against each condition is provided as a guide only. If more than one noncompliance is listed against a condition, the actual noncompliance applied will correspond to the gravity of the issue. The noncompliance recorded against any condition remains at the discretion of the biosecurity officer. Noncompliance classifications are detailed in the [Approved arrangements general policies](#).

Key arrangement outcomes

Key arrangement outcomes (KAOs) are high-level outcomes the biosecurity industry participant is responsible for meeting under an approved arrangement. Each class condition for an approved arrangement is assigned a key arrangement outcome. Key arrangement outcomes are met by complying with the class conditions. The key arrangement outcomes appearing in the conditions tables of this document are described in the [Approved arrangements general policies](#) document.

Reference

The 'reference: [number]' contained within the condition tables of this document are for internal (departmental) use only.

Operating a class 12.1 approved arrangement

Objective

Class 12.1 approved arrangement authorises the performance of methyl bromide fumigation to mitigate biosecurity risks associated with imported goods and packaging material that are subject to biosecurity control.

Scope

Biosecurity activities performed under a class 12.1 approved arrangement are limited to the methyl bromide fumigation of goods subject to biosecurity control, directed by the department under the *Biosecurity Act 2015* at an approved arrangement site. This approved arrangement class does not authorise biosecurity industry participants to release goods from biosecurity control after a fumigation has been completed. Any other biosecurity activities will require approval for the relevant approved arrangement class.

The class 12.1 approved arrangement requires methyl bromide fumigation to be performed in accordance with the department's [Methyl bromide fumigation methodology](#).

The types of methyl bromide fumigation enclosures that are used by a class 12.1 approved arrangement to perform a fumigation include:

- unsheeted enclosures
- sheeted enclosures
- dedicated chamber.

Methyl bromide fumigation is used to mitigate [biosecurity risks](#) in or on goods subject to biosecurity control, including:

- timber pests e.g., termites, timber boring beetles, longicorns, borers, weevils, bark beetles, some moths, and timber boring ants and wasps
- stored product pests e.g., khapra beetle and other beetles, weevils, moths, grain borers, and meal worms
- other invertebrates such as spiders, red fire ants, mosquitos, hitch hiker pests e.g., brown marmorated stink bug
- Giant African Snails and other snails.

Examples of goods subject to biosecurity control that may be treated under a class 12.1 approved arrangement include:

- timber and timber products
- non-perishable commodities (including shelf-stable product)

- perishable commodities such as cut flowers, fresh fruit, fresh vegetables, fresh leaves, fresh herbs, fresh fungi and nursery stock
- vehicles including military cargo
- containerised and non-containerised machinery
- dunnage and non-compliant ISPM 15 packing material.

Information on biosecurity import conditions and [biosecurity risks](#) for imported goods, containers, other cargo and arriving vessels is available on the department's website.

Information required for application

The department requires the following information when applying to carry out the biosecurity activities specified under class 12.1:

- 1) For each individual proposed to be an accredited person for carrying out fumigation of goods subject to biosecurity control, provide evidence of:
 - a valid qualification and/or licence for the state or territory in which they will perform fumigations
- 2) successful completion of the department's methyl bromide fumigation training.
- 3) A register of all proposed accredited persons intended to perform biosecurity fumigations under the proposed arrangement, including:
 - full name (given and surname)
 - relevant licence and accreditation details.

See [Applying for an approved arrangement](#) and [Changes and variations to approved arrangements](#) for more information.

Safety

Local jurisdictions may have safety legislation and regulations that govern the safe performance of a fumigation. The requirements contained in the Methyl bromide fumigation methodology may differ from the local laws. The fumigator-in-charge must comply with the laws relevant to where the fumigation is being performed.

Conditions for operating a class 12.1 approved arrangement

Personnel

Table 1 Conditions for personnel

No.	Condition	Noncompliance guide	KAO	Reference
1.1	The biosecurity industry participant must ensure that persons having physical access to goods subject to biosecurity control are aware that such items must only be handled by an accredited person or under the direct supervision of an accredited person.	Major	Awareness	3008
1.2	An accredited person must personally conduct or directly supervise biosecurity activities involving physical contact with, handling or treatment of goods subject to biosecurity control.	Major	Awareness	3988
1.3	Accredited persons performing methyl bromide fumigations must hold valid state/territory fumigation licences in the state/territory where the fumigation is performed. Note: Trainee and provisional licences do not meet this condition.	Critical	Arrangement compliance	3951
1.4	Accredited persons must have successfully completed accreditation training for the relevant approved arrangement class as specified on the department's website.	Major	Awareness	3003
1.5	Accredited persons must provide a fumigation licence to the department on request.	Major	Supporting	3992
1.6	Accredited persons must be able to demonstrate an understanding of conditions applicable to the biosecurity activities performed under this approved arrangement.	Major	Awareness	3989
1.7	Records must be maintained of accredited persons.	Minor	Traceability	3004
1.8	The department must be notified immediately, by email to aa.canberra@aff.gov.au of any change to individuals specified on the register of accredited persons.	Minor	Notification	5074

More information

- Accredited persons who are conducting fumigations under this class are persons who hold or who have completed all of the following:
 - the approved arrangement accreditation training requirements available on the department's [website](#)
 - valid qualification and/or licence for the state or territory in which they will perform fumigations
- the department's methyl bromide fumigation training course available on the department's [website](#).

- Learn about accreditation training requirements at [Training and accreditation for approved arrangements](#).
- Accredited persons need to have the understanding/skill/ability to deal with the biosecurity risks associated with their role/function.
- Personnel include employees and others working (paid or unpaid) for the biosecurity industry participant.
- Accredited person records can be in the form of:
 - copies of training certificates
 - a register containing the information required in the [Conditions for records](#) Table of this document.
- The designated fumigator-in-charge is responsible for the safe conduct of the fumigation.

Assessment of fumigation suitability

Table 2 Conditions for assessment of fumigation suitability

No.	Condition	Noncompliance guide	KAO	Reference
2.1	<p>If a fumigation is to treat commodity concerns, the fumigator-in-charge must determine if the commodity is suitable for fumigation with methyl bromide by using at least one of the following methods:</p> <ul style="list-style-type: none"> a. a written declaration from the supplier or manufacturer stating the commodity is suitable for fumigation with methyl bromide b. physical unpack and inspection of the consignment in accordance with section 3 Consignment Suitability of the Methyl bromide fumigation methodology. 	Major	Inspection	5075
2.2	<p>If a fumigation is to treat non-commodity concerns (i.e. packaging material or dunnage), the fumigator-in-charge must determine if the non-commodity is suitable for fumigation with methyl bromide by using at least one of the following methods:</p> <ul style="list-style-type: none"> a. assessment of consignment documentation including a packing declaration or packing list b. physical unpack and inspection of the consignment in accordance with section 3 Consignment Suitability of the Methyl bromide fumigation methodology. 	Minor or major	Supporting function	5076
2.3	The department must be notified where fumigations are unable to be performed as a result of regulatory controls applied to the biosecurity industry participant or accredited person by regulatory agencies other than the department.	Major	Notification	3956

Methyl bromide fumigation

Table 3 Conditions for methyl bromide fumigation

No.	Condition	Noncompliance guide	KAO	Reference
3.1	Fumigations performed under this approved arrangement class must comply with the requirements of the Methyl bromide fumigation methodology.	Major or critical	Treatment	2517
3.2	Fumigations of perishable commodities must also comply with the additional requirements detailed in the Methyl bromide fumigation methodology.	Major	Treatment	2867
3.3	A record of the fumigation (Record of fumigation) must be created for each fumigation performed under this approved arrangement class.	Major or critical	Traceability	5110
3.4	The accredited person must be in possession of a biosecurity direction issued by the department that authorises the fumigation of the goods subject to biosecurity control at the approved arrangement site.	Major or critical	Arrangement compliance	5005
3.5	Where a biosecurity direction or import permit prescribes a retention rate that is different from the retention rate requirements detailed in the Methyl bromide fumigation methodology the greater rate must be applied.	Critical	Treatment	2894
3.6	Knock-down spray must be made available at time of opening the container doors and during preparation of the enclosure for treatment.	Major	Containment	4289
3.7	Where it is determined that methyl bromide fumigation is not suitable for the goods the biosecurity industry participant must: a. not proceed with the fumigation b. contact the importer or nominated agent to arrange for amended directions from the department.	Major	Arrangement compliance	2866
3.8	The minimum ambient temperature during the fumigation period must be obtained by using: a. a verifiable weather source, sourced no earlier than the previous day of the start of exposure period, or b. temperature monitoring equipment compliant with section 1.2 Fumigation Equipment of the Methyl bromide fumigation methodology.	Critical	Treatment	5077
3.9	Where the forecast minimum ambient temperatures are predicted to go below the permitted temperature range (as required by the Methyl bromide fumigation methodology), the fumigation must not be performed unless the fumigation is performed in a controlled temperature environment.	Major or critical	Treatment	5078
3.10	Forecast minimum ambient temperatures must not be used to determine the fumigation rate and dosage required for the fumigation of perishable commodities (as defined in the Methyl bromide fumigation methodology).	Major or critical	Treatment	5079
3.11	Where temperature recording equipment is used and the temperature falls below the permitted temperature range for the fumigation rate applied, the fumigation must be considered to have failed.	Critical	Treatment	2871
3.12	Where the fumigation is performed as a controlled temperature fumigation: a. the temperature within the enclosure must be monitored with a minimum of one temperature monitoring instrument	Major or critical	Treatment	5080

No.	Condition	Noncompliance guide	KAO	Reference
	<ul style="list-style-type: none"> b. the temperature within the enclosure must be monitored and recorded at least once every 15 minutes for the entirety of the exposure period (these records must be retained with the fumigation documentation) c. the temperatures recorded within the enclosure during the exposure period must be equal to or above the temperature used for dosing d. the minimum temperature recorded within the enclosure during the exposure period must be recorded on the Record of fumigation. 			
3.13	If at any stage an accredited person determines that the fumigation has failed, the consignment must be re-fumigated. The suspected reasons for the fumigation failure must be noted on the Record of fumigation.	Major	Arrangement compliance	5111
3.14	Electronic instruments or equipment used to measure temperature or methyl bromide concentration or to detect the presence of methyl bromide, must: <ul style="list-style-type: none"> a. be calibrated and serviced in accordance with the manufacturer's instructions, or b. calibrated every 12 months (if the manufacturer's instructions do not specify calibration frequency). 	Major	Treatment	5081

More information

- Verifiable weather source is a trusted and reliable provider of weather information that adheres to recognised standards and can be confirmed for accuracy. Examples of verifiable weather source include but are not limited to the following:
 - The Bureau of Meteorology (BOM)
 - AccuWeather
 - Weather.com.
- Records of the minimum ambient temperature during the fumigation period must also demonstrate the source of the information (verifiable weather source and which one or if temperature monitoring equipment was used). These records must be retained with the fumigation documentation as required in the [Conditions for records](#) Table of this document.

Pest escape action

Table 4 Conditions for pest escape action

No.	Condition	Noncompliance guide	KAO	Reference
4.1	The accredited person must prevent the escape of any biosecurity pests into the Australian environment when preparing the goods and the enclosure for treatment. This includes, but is not limited to:	Major	Containment	4290

No.	Condition	Noncompliance guide	KAO	Reference
	<ul style="list-style-type: none"> a. minimising the time that container and/or enclosure doors remain open during all stages of the preparation process up to commencement of the treatment b. being vigilant for invertebrates once container and/or enclosure doors are opened and during all stages of the preparation process up to commencement of the treatment c. immediately applying knock-down spray to invertebrates where they are detected to have left the treatment enclosure. 			
4.2	If any invertebrates escape containment within the treatment enclosure, the accredited person must immediately: <ul style="list-style-type: none"> a. apply knock-down spray, collect and secure the invertebrates in a sealed plastic bag or container (e.g. jar, vial), and b. notify the department by phoning the See. Secure. Report. hotline on 1800 798 636. 	Major	Containment	5006

Fumigation notification emails

Table 5 Conditions for fumigation notification emails

No.	Condition	Noncompliance guide	KAO	Reference
5.1	An email notifying the department of the fumigation must be sent to fumigation@aff.gov.au : <ul style="list-style-type: none"> a. within 1 hour of the fumigation reaching equilibrium for fumigations where the prescribed exposure period is less than or equal to 6 hours long, or b. within 3 hours of the fumigation reaching equilibrium for fumigations where the prescribed exposure period is more than 6 hours long. 	Minor	Notification	5082
5.2	The email notifying the department of the fumigation must contain the following information in the subject heading field of the email: <ul style="list-style-type: none"> a. the approved arrangement number of the biosecurity industry participant performing the fumigation using the format AAAAA b. the approved arrangement number of the site at which the fumigation is being performed using the format BBBBB c. the end time (including date) for the fumigation using the format YYYYMMDD HH:MM (the time must be provided in 24 hour time). The end time of the fumigation must be calculated as the time and date that equilibrium is reached plus the shortest prescribed exposure period for the fumigation (i.e. the shortest period prescribed by the biosecurity direction for the fumigation) d. the word, "ENDTIME". 	Minor	Notification	5008
5.3	The subject heading field in the email notifying the department of the fumigation must be in the format, "AAAAA BBBBB YYYYMMDD HH:MM ENDTIME".	Minor	Notification	5009
5.4	The email notifying the department of the fumigation must contain the following information in the body of the email: <ul style="list-style-type: none"> a. biosecurity entry number(s) associated with the goods being fumigated b. container number(s) associated with the goods being fumigated 	Minor	Notification	5010

No.	Condition	Noncompliance guide	KAO	Reference
	c. time at which equilibrium was reached.			
5.5	A single email notifying the department of multiple fumigations equilibrium must only be used in the following circumstances: <ol style="list-style-type: none"> the fumigations in the email must all be carried out at the same approved arrangement site the end times for all the fumigations in the email must be within 1 hour of each other for each fumigation in the email, the following information must be provided in the body of the email: <ol style="list-style-type: none"> biosecurity entry number(s) associated with the goods being fumigated container number(s) associated with the goods being fumigated time at which equilibrium was reached the date and time in the subject field of the notification email must be the earliest end time of all the fumigations in the body of the email. 	Minor	Notification	5011

More information

- The 'end time' of the fumigation (placed in the subject field of the fumigation notification email) is the date and time at which equilibrium is reached plus the shortest prescribed exposure period for the fumigation (i.e. the shortest period prescribed by the biosecurity direction for the fumigation). For example, if equilibrium was reached at 6:48am (06:48) on 4 November 2022 and the biosecurity direction prescribes a fumigation exposure period of either (a) 12 hours or (b) 24 hours, then the end time of the fumigation would be 6:48pm (18:48) on 4 November 2022.
- End time = time and date of equilibrium + prescribed exposure period.
- The subject heading of fumigation notification emails needs to contain specific information in a specific format. For example, the subject heading for a fumigation conducted by a fumigator operating under approved arrangement number N1111 who is performing a fumigation at physical site operating under approved arrangement number N2222 for a fumigation with an end time of 6:48pm (18:48) on 4 November 2022 would be "N1111 N2222 20221104 18:48 ENDTIME".

Photographs of instrument readings

Table 6 Conditions for photographs of instrument readings

No.	Condition	Noncompliance guide	KAO	Reference
6.1	Photographs must be taken of the initial and final fumigant concentration readings on the display of the fumigant monitoring instrument which match the readings on the Record of fumigation.	Major	Traceability	5012

No.	Condition	Noncompliance guide	KAO	Reference
Note: Photographs of TLV readings are not required.				
6.2	Photographs of the initial and final fumigant concentration readings on the display of the fumigant monitoring instrument must be electronically stamped with the: a. date and time-that each photograph was taken, and the b. type of device used to take each photograph.	Major	Traceability	5013
6.3	The date-, time- and device type-stamping of photographs must: a. accurately indicate the date and time that each photograph was taken b. be precise to at least the nearest minute c. be made by the device that was used to take the photographs d. be accessible through being: i. visible on the photographs themselves, and/or ii. present as metadata associated with the photograph files.	Major	Traceability	5014

More information

- Photographs are to be made available to departmental officers or department approved auditors as requested.

Recording the fumigation

Table 7 Conditions for recording the fumigation

No.	Condition	Noncompliance guide	KAO	Reference
7.1	The Record of fumigation must be completed in accordance with the requirements of the Methyl bromide fumigation methodology.	Minor or major	Traceability	5015
7.2	The result of the fumigation must be recorded on the Record of fumigation.	Minor	Traceability	5112
7.3	The Record of fumigation must include the information required for the type of fumigation performed, as detailed in section 12 of the Methyl bromide fumigation methodology.	Minor or Major	Traceability	5113
7.4	The Record of fumigation must be endorsed by the accredited person who conducted or directly supervised the fumigation using at least one of the following endorsement methods: a. signed using a wet ink signature b. signed using an electronic signature c. using a digital application that meets the digital application conditions in this document.	Major	Traceability	5114

No.	Condition	Noncompliance guide	KAO	Reference
7.5	Each field on the Record of fumigation must be completed: a. by the accredited person who measured the data for that field b. immediately after the data for that field was measured.	Major	Traceability	5083
7.6	Completed fields of the Record of fumigation must not be altered.	Major or critical	Traceability	5115
7.7	For fumigations performed in a controlled temperature environment, all temperature monitoring readings, including the time and location at which they were taken must be: a. recorded b. maintained with the fumigation documentation for audit purposes.	Minor or major	Traceability	5084
7.8	The completed Record of fumigation must be provided to the department.	Major	Traceability	5116

More information

- An example of the Record of fumigation is provided in the Methyl bromide fumigation methodology and is available on the department's website.
- The department will accept a Record of fumigation in a variety of formats, for example:
 - the example Record of fumigation provided in the Methyl bromide fumigation methodology
 - the department's electronic Microsoft Excel template (available from Treatments@aff.gov.au)
 - a Record of fumigation created or submitted from a digital application.
- An accredited person may only use a stored image of a wet ink signature, if the wet ink signature is their own.
- An electronic signature can be provided by one of the following methods:
 - handwriting a signature directly onto each completed Record of fumigation using a touch screen device (for example, phone, tablet)
- applying a stored electronic image of a wet ink signature to each completed Record of fumigation.

Digital applications without an electronic signature

Table 8 Conditions for digital applications without an electronic signature

No.	Condition	Noncompliance guide	KAO	Reference
8.1	If an accredited person uses a digital application that does not place an electronic signature on the Record of fumigation, the accredited person user accounts (the accounts used to complete and submit to the department a Record of fumigation) for that digital application must be: a. specific to each user b. protected using a password or biometric features.	Major	Supporting functions	5018
8.2	If an accredited person uses a digital application that does not place an electronic signature on the Record of fumigation, the accredited person must not: a. use the accredited person user accounts of other accredited persons b. communicate their password to other persons or otherwise enable or facilitate access to their accredited person user account.	Major or critical	Supporting functions	5019

More information

- A digital application is software used by a biosecurity industry participant to enter biosecurity fumigation information and complete and transmit a Record of fumigation to the department.
- The biosecurity industry participant is not required to meet the signature aspect of requirement in section 12 of the Methyl bromide fumigation methodology where the digital application being used has the capability to meet the conditions in Table 8 of the 12.1 conditions document.
- The biosecurity industry participant is responsible for ensuring the digital application they use fulfills the conditions of this document.

Records

Table 9 Conditions for records

No.	Condition	Noncompliance guide	KAO	Reference
9.1	Records for each fumigation must include: a. biosecurity direction b. consignment suitability records (for example, manufacturers declaration, supplier declaration, invoice, packing list) where used to assess and determine consignment suitability	Major	Traceability	5085

Class 12.1 methyl bromide fumigation approved arrangement

No.	Condition	Noncompliance guide	KAO	Reference
	<ul style="list-style-type: none"> c. temperature records (including those obtained from a verifiable weather source and/or from applicable temperature measuring equipment) d. photographs of instrument readings e. fumigation notification email f. the completed Record of fumigation. 			
9.2	<p>The register of accredited persons must include the following information:</p> <ul style="list-style-type: none"> a. full name b. fumigation licence details: <ul style="list-style-type: none"> i. state of issue ii. date of issue and expiry iii. issuing authority iv. licence number v. licence type vi. licence status (full / trainee / provisional). c. department accreditation details: <ul style="list-style-type: none"> i. accreditation number ii. date of issue. d. user account name for digital applications (where used). 	Major	Traceability	5117
9.3	The biosecurity industry participant must create and maintain calibration and/or service records for electronic instruments or equipment used to measure temperature or methyl bromide concentration or to detect the presence of methyl bromide as required by the Methyl bromide fumigation methodology.	Major	Traceability	5086
9.4	<p>Where the predicted minimum ambient temperature is obtained using a verifiable weather source the following detail must be included the fumigation records:</p> <ul style="list-style-type: none"> a. date and time the forecast data was obtained b. the name of the weather source the data was obtained from. 	Major	Traceability	5087
9.5	Field notes/records created during the performance of fumigations must be maintained and provided to the department on request.	Major	Traceability	3959
9.6	Records and documents that are related to a single fumigation must be linked using a unique identifier such as the biosecurity entry number.	Major	Traceability	3961
9.7	The biosecurity industry participant must provide access to fumigant records created or maintained for commercial reasons or to meet other legislative requirements (e.g. methyl bromide usage records) on request by the department for audit purposes.	Major	Arrangement compliance	2907

No.	Condition	Noncompliance guide	KAO	Reference
9.8	The biosecurity industry participant must ensure records are kept for a minimum of two years for goods subject to biosecurity control.	Major	Traceability	4004
9.9	Records must be made available to the department upon request.	Major	Traceability	3944

More information

- Records and systems maintained by the biosecurity industry participant must enable goods subject to biosecurity control to be tracked through the stages of the biosecurity goods pathway they are responsible for. This includes receipt, handling, treatment, disposal, and release.
- Record keeping conditions in this approved arrangement provide 2-way traceability, from:
 - the records to the physical goods, and
 - the physical goods to the records.

Ceasing operations

Table 10 Conditions for ceasing operations

No.	Condition	Noncompliance guide	KAO	Reference
10.1	The biosecurity industry participant must notify the department, by email to aa.canberra@aff.gov.au , at least 15 business days prior to ceasing or transferring operations of an approved arrangement.	Major	Notification	5088

More information

- The biosecurity industry participant is liable for all costs associated with closing and ceasing operations as an approved arrangement.

Compliance

Table 11 Conditions for compliance

No.	Condition	Noncompliance guide	KAO	Reference
11.1	The biosecurity industry participant must: <ol style="list-style-type: none"> carry out the biosecurity activities in accordance with the arrangement comply with any conditions specified in the arrangement 	Major or critical	Arrangement compliance	4316

Class 12.1 methyl bromide fumigation approved arrangement

No.	Condition	Noncompliance guide	KAO	Reference
	<ul style="list-style-type: none"> c. comply with any requirements to which the arrangement is subject d. comply with any biosecurity direction from the department e. comply with any biosecurity control notice from the department f. comply with any biosecurity control order from the department. 			
11.2	The biosecurity industry participant must comply with local, state and federal requirements relevant to the licensing and performance of fumigations. Documented evidence of compliance with these requirements must be provided to the department on request.	Minor or major	Arrangement compliance	3957
11.3	Departmental officers and department approved auditors, must be provided access to the approved arrangement fumigation site to perform the functions and exercise the powers conferred on them by the Biosecurity Act 2015 or another law of the Commonwealth.	Critical	Arrangement compliance	4005
11.4	Departmental officers or department approved auditors, must be provided with facilities and assistance as requested, and any required documents, records or things relevant to the audit.	Major or critical	Arrangement compliance	3014
11.5	Goods subject to biosecurity control must be maintained and processed in accordance with import conditions specified in the department's Biosecurity Import Conditions Database (BICON).	Minor, major or critical	Arrangement compliance	2993
11.6	Goods subject to biosecurity control must be maintained and processed in accordance with any applicable import permit.	Major or critical	Arrangement compliance	3536
11.7	Goods subject to biosecurity control must be maintained and processed in accordance with any biosecurity direction from the department.	Minor, major or critical	Arrangement compliance	2995
11.8	Goods subject to biosecurity control must be handled and maintained and processed in accordance with the <i>Biosecurity Act 2015</i> and subordinate legislation.	Minor, major or critical	Arrangement compliance	2996
11.9	The department must be notified of any reportable biosecurity incident as soon as practicable, in accordance with the determination made by the Director of Biosecurity.	Major or critical	Notification	3015
11.10	<p>Biosecurity officers must be provided with all reasonable facilities, assistance, and information necessary for the effective performance of their functions or duties or the exercise of their powers under the Biosecurity Act.</p> <p>Assistance includes but is not limited to moving, lifting and sampling goods subject to biosecurity control, as directed by a biosecurity officer to enable inspection or other biosecurity activities to be performed.</p>	Major or critical	Arrangement compliance	4518
11.11	Information (verbal, electronic or hard copy) provided to the department must be accurate. Note: Civil, criminal, and regulatory penalties apply to giving false or misleading information.	Major or critical	Arrangement compliance	4519
11.12	Department approved auditors must be permitted to collect evidence of compliance and noncompliance with approved arrangement conditions through actions including the copying of documents and taking of photographs.	Major or critical	Arrangement compliance	3016

No.	Condition	Noncompliance guide	KAO	Reference
11.13	<p>The biosecurity industry participant must notify the department, by email to aa.canberra@aff.gov.au within 15 business days of becoming aware of any change of status, not previously been notified to the department, of the biosecurity industry participant or their associates relevant to the operation of the approved arrangement in relation to any of the following matters:</p> <ol style="list-style-type: none"> conviction of an offence or order to pay a pecuniary penalty under the <i>Biosecurity Act 2015</i>, <i>Quarantine Act 1908</i>, <i>Customs Act 1901</i>, the Criminal Code, or the <i>Crimes Act 1914</i> debt to the Commonwealth that is more than 28 days overdue under the <i>Biosecurity Act 2015</i>, <i>Quarantine Act 1908</i>, <i>Customs Act 1901</i>, the Criminal Code, or the <i>Crimes Act 1914</i> refusal, involuntary suspension, involuntary revocation/cancellation or involuntary variation of an Import permit, quarantine approved premises, compliance agreement or approved arrangement under the <i>Quarantine Act 1908</i> or the <i>Biosecurity Act 2015</i>. 	Critical	Notification	5089
11.14	<p>The biosecurity industry participant must notify the department, by email to aa.canberra@aff.gov.au, within 15 business days of any change in:</p> <ol style="list-style-type: none"> persons in positions responsible for controlling, directing, enforcing, or monitoring people performing biosecurity activities associated with the approved arrangement biosecurity industry participant details, including: <ol style="list-style-type: none"> entity name Australian business number or Australian company number postal address email address telephone number. 	Major or critical	Notification	5090

Note: Where functionality exists, the biosecurity industry participant may notify the department using the [Approved Arrangement Management Product](#) (AAMP).

More information

- Release from biosecurity control includes release by a biosecurity industry participant subject to s162 *Biosecurity Act 2015* only if expressly authorised in the approved arrangement and in accordance with the conditions of the approved arrangement
- Required treatments will be advised on import permits, directions, class conditions, non-standard conditions (variations), process management systems (PMS) and standard operating procedures (SOPs)
- Information on reporting biosecurity incidents is available on the department's website.
- SOPs are only required in those classes where there is a specific condition for a SOP to be in place.