

Meeting start time: 10.00am

### Entry meeting attendees

Name	Organisation and title
s. 22(1)(a)(ii)	Senior Manager Assurance
s. 22(1)(a)(ii)	Product Quality Manager, Salmon
s. 22(1)(a)(ii)	Chief Technical Officer
s. 22(1)(a)(ii)	General Manager Salmon
s. 22(1)(a)(ii)	Quality Partner, salmon
s. 22(1)(a)(ii)	DAFF
s. 22(1)(a)(ii)	DAFF

## Scope

### On Farm

- Farm records – prescriptions and withholding periods (water temperature records), medicated feed use records and withholding periods
- Vaccination use
- Harvest procedure and records, traceability to pen and withholding period records
- Harvest schedule – for fish in any RLO affected and antibiotic treated pens

### Processing establishment

- Receival process and inspection procedures to ensure only healthy fish processed – what points in process are inspections conducted. Is lighting adequate to conduct inspection.
- Receival records – traceability back to pens
- Staff training – identification of diseased fish, staff training records
- Verification – fit for consumption, how many packed boxes are inspected
- Verification that MRL's are met when AgVet chemicals are used
- Consumer complaints

- corrective action

## Farm Operations

Note: farm sites were not visited during audit & process staff may not be able to answer some questions relating to farm operations. Where possible farm representatives can be contacted via phone or present at process establishment for audit

What farm sites supply this establishment?
Okehampton Bay Storm Bay D'Entrecasteaux channel - outbreak restricted to the southern part of the channel  Note: Port Arthur – smolt site only Macquarie Harbour biosecurity zone (processed by GTS)
Which of your sites has been affected by Rickettsia (RLO)? IS MQ harbour affected by RLO?
Macquarie Harbour not affected.  Rickettsia bacteria are endemic – outbreak restricted to southern area – pens in the south did not need to be medicated. Routine surveillance is in place and Tassal have increased surveillance of pens in the affected area.

## Removal of morts:

1. Divers manually remove morts
2. Air lift placed in bottom of pens and air brings morts to surface and inspect an amount of fish on dewatering table and any unusual looking fish are photographed (exterior and then opened up and photographed – sent to fish health staff)
3. 0.25 % for 3 days mortality – requires reporting to CVO /NRE

## What are the harvest procedures for each of the sites?

All the same at each of the sites.

Daily Harvest planner – tells the skipper of harvest vessel what pen to go to and how many are required to be harvested.

Vessels (Tassal 1 and other Emanuel) go out - tie up to pen

Feeding ceases at least <sup>s. 47G(1)(a)</sup> prior to harvest

Crowd fish corral against boat and oxygenate

Put suction pipe in – suck fish onboard

Percussion stunned and bleed (pneumatic)

Fish moved into refrigerated seawater hold in vessel

Transported via the vessel back to Tassal at Dover ( from farm sites in Storm Bay and D'Entrecasteaux Channel). Vessel is cleaned (CIP). Fish from Okehampton bay and Macquarie harbour are harvested in the same way and are transported in tanker filled with ice slurry via road to process establishment.

Unload at night into big slurry bins in factory

## Do you cease feeding fish prior to harvest? What is the timeframe?

Yes, <sup>s. 47G(1)(a)</sup>.

How many staff are involved in inspecting fish for disease at harvest? How are the staff trained and if harvesting prior to daylight, how are they inspected – is there adequate light?
<p>Morts will be removed if seen in pen.</p> <p>Fish inspected after harvest upon entering the process establishment on dewatering table (dewatering step) this is prior to placing fish into large slurry tubs in the processing establishment which are then tipped onto process line and inspected again prior to being fed into <sup>s. 47G(1)(a)</sup> machines for gutting.</p> <p>Tassal rely upon surveillance and husbandry practices prior to processing they collect heaps of data and have camera's in each pen – central operations centre gets reports of unusual fish behaviour, mortality etc.</p> <p>Fish are inspected at multiples stages during processing and packing.</p>
During the 2025 outbreak has the company used antibiotics on fish – if so in which aquaculture sites?
<p>No antibiotics have been used in 2025</p> <p>Last time antibiotics was used was in January 2024 to treat Tenacibaculosis sometimes caused by jellyfish stings ( bacterium has a symbiotic relationship with some jellyfish).</p>
Can we see a copy of the veterinary prescription showing withholding periods?
N/A

s. 22(1)(a)(ii) is Tassal's chief vet, other fish health staff are s. 22(1)(a)(ii) and s. 22(1)(a)(ii) .
Can we see the medication records? Evidence that the medicated feed was correct dosage as per permit? Records of medicated feed use (must be traceable to pens and site)? Are they meeting withholding period requirements?
N/A
Any records of disposal or identification of diseased or suspect fish (if yes corrective action or investigation or just something that occurs)
All mortalities and diseased fish must be treated as restricted material – all must go to approved sites in accordance with regulations.
Have you started vaccinating fish – what sites? What is the process?
Vaccinate 100% of fish – 2 x semi-automatic vaccinating machine some vaccination is conducted by hand in the hatchery.  Hatcheries are located: Rockwood ( Ranelagh) Russel Falls (Mount Field) Saltas (Wayatinah and Florentine)

Have fish from affected cages been harvested for processing? What controls are in place to ensure only healthy fish are processed and treated fish do not contain residue that exceed regulatory limits? What records are kept?
Tassal has reported increased mortality to the authorities - they have increased surveillance on farm sites.
Are any other chemicals/ therapeutants/AgVet medicines used on the farm sites?
Fresh water – Amoebic gill disease Virkon aquatic – disinfecting boat decks and equipment Aqui – S - husbandry/ broodstock handling practices Benzocaine, MS222 (tricane)

## Processing establishment operations

First – confirm processing times and size of production run – we need to think about the timing of the walk through. Need to look at HACCP/PFC and identify inspection sites and look at training/inspection procedure - what are staff looking for?

What fish have been received today? Can we see the receival records?
Great Taylors Bay 2 – lower D’Entrecasteaux Channel.
What procedures <sup>s. 47G(1)(a)</sup> has in place to ensure that fish that are dead or diseased are not prepared for export and that only healthy fish are prepared for export? Noting that the production is fully automated, and fish are packed very quickly, have you taken any extra measures to ensure that only healthy fish are processed for export?
<p>HACCP Plan provided included all steps in the process – and despite being mechanised – the inspections for quality and condition are all carried out by staff trained to identify defects at key points in the processing (for example – diverting fish damaged by gutting to the fillet line). Fish are harvested, stunned, bled and iced prior to entering the factory and due to harvesting method – any fish that have died prior to harvest do not enter the tankers for transport to the factory.</p> <p>The process line is such that fish travel individually along the line from point of entry into the process flow – there are no large build ups of fish that would allow a damaged fish to be missed.</p> <p>Tassel has a specific inspection step after the initial pouring of fish bins onto the start of the process line. s. 47G(1)(a) on each side of the line inspects each fish internally and externally and then selects a button depending on the quality of the fish which directs the individual fish to the next stage of processing. Inspections continue through to the individual cutting and packing of portions.</p>

What training are processing staff provided with that would enable them to identify diseased stock? Is this training documented and recorded? Has the company conducted any extra training as a result of the outbreak?
Staff training – <b>how</b> are staff trained in relation to identification of diseased fish? Records? <i>Is the procedure and training adequate?</i>
<p>Each staff member is trained in what to look for in order to grade fish accurately using photographs of common issues – majority are quality defects (head shape, body shape), signs of bruising, damage from gut removal or machinery damage. Photographs are used to illustrate fish that are A grade for packing whole, B grade for fillets. Example photographs include less common issues (QA response) such as seal bites, jellyfish stings (small brown spots on skin).</p> <p>Each staff member works with a trainer and then a buddy system – training is for up to 6 weeks and all stages recorded.</p> <p>It is emphasised to staff that anything outside of the norm in relation to fish appearance is reported immediately to a supervisor. Photographs are taken and immediately sent to farm manager for identification.</p> <p>Further QA checks are carried out on packed boxes and records are maintained of yield and waste.</p>



How many staff are involved in inspecting fish for disease and at what step in the process if this done?  Can we see you PFC and HACCP plan (identify where product inspection occurs) receipt/processing /inspection/?
<p>Processing of HOG (head on gutted) was observed during the audit on the factory floor.</p> <p>Inspection occurs when fish are pumped into building and pass over the dewatering table prior to being placed into large lidded slurry tub for processing early the next morning.</p> <p>Inspection of these fish occurs at: Step 5: Quality grading Step 6: Secondary clean &amp; quality grading is performed manually by experienced staff on an inspection table after leaving the <sup>s. 47G(1)(a)</sup> machines or hand gutting Between step 10 &amp; 11 - the QA person does the box checks/ clearance inspection of about every 100 boxes for export (and this is split across grades)</p>
If <sup>s. 47G(1)(a)</sup> has administered antibiotics, how are you verifying that there are no antibiotic residues in the fish? Verification (MRL's) procedures/frequency/records?
<p>If antibiotics are used this is controlled at the farm level – MOPS MO – 110</p> <ul style="list-style-type: none"><li>• After appropriate diagnostics procedures and confirmation of disease - Vet recommends that antibiotics are required to treat a health issue</li><li>• Prescriptions issued and CVO/NRE and EPA notified of intended antibiotic use the same day the veterinary prescription is issued</li><li>• Senior manager animal health and welfare confirms pens to be treated, treatment commencement date and treatment end date and withholding period to senior manager Planning</li><li>• Pens are flagged on Fish Talk as treated including withholding period</li></ul>

- Test for residue

Fish Talk program contains information about antibiotic treatments (the pens that have been treated , duration of treatment, and monitoring of withholding periods & also details of vaccine treatments)

Daily Harvest Plan (DHP) is a spreadsheet that is populated using the Fish Talk program data

Tests for antibiotic residue MO-110

Try to exceed withholding period by doubling the withholding period time. If fish are intended to be harvested after the official withholding period but before the double withholding period time - the fish are tested after the official withholding period for antibiotic residues. If the result exceeds the FSC MRL of T 0.2 then fish are not harvested and withholding time extended.

Page 3 of MOPS – MO-110 lists MRL's for Australia and various trading partners for Oxytetracycline and Trimethoprim (nil detection) – both prescribed under off label use. Withholding period for oxytetracycline is 1000 degree days (DD) and Trimethoprim is 1500DD.

**Walk through of process area** and view inspection procedures/lighting/interview staff/ any verification checks that are done on packed cartons and who responsible for inspection and verification?

Looked at process and inspection points and fish – did not see dewatering inspection. Fish observed to be in good condition at time of audit no fish that would appear to be diseased were sighted.

What happens if diseased fish identified? Corrective action? <i>Do they stop the process/check all packed boxes – what is the procedure – destruction/landfill?</i>
Discarded or escalated. QA inspects % of finished cartons prior to addition of ice (HOG line) and sealing.
Customer complaints?
Very few customer complaints are received – most recent recorded related to, gaping fillets (seasonal), melanosis (old bruises).  Customer complaints are reviewed monthly.
Recent REX's and Production records
Trace back was conducted on a recent shipment to consignee in s. 47(1)(b),s. 47G(1)(a) .

Product identified throughout the process by Lot no. <sup>s. 47G(1)(a), s. 47(1)(b)</sup> and traceable from export shipment, back through processing (including quality checks, temperature checks and chlorination records) to receipt into the factory – receipt records / delivery records and Daily Harvest report – receipt by no. fish 4231 fish 13/3/25 Dover Harvest Unload sheet.

Transfer Cert

Packing list

Clearance inspection report / Road plan

Daily production records, temps. Quality checks

Daily Hygiene / quality checks

Unload temp – factory

Daily harvest report (date, vessel, region, time, pen no., no. of fish)



Australian Government  
Department of Agriculture,  
Fisheries and Forestry

File ref: 2018/014417E

s. 22(1)(a)(ii)

Senior Manager Assurance  
Tassal Operations Pty Ltd  
Narrows Road Meads Creek  
Dover TAS 7307

Via email: s. 22(1)(a)(ii) , s. 22(1)(a)(ii)

Dear <sup>s. 22(1)(a)</sup>

### **DAFF audit of Atlantic Salmon operations at Est 3145, Tassal Operations Pty Ltd**

On Thursday 20 March 2025 an audit of your export registered establishment's Atlantic Salmon processing operations was conducted by DAFF senior auditors, s. 22(1)(a)(ii) and s. 22(1)(a)(ii).

The department would like to thank Tassal Operations Pty Ltd and the staff that participated in the audit for their co-operation and agreeing to the audit at short notice.

The scope of this audit included Atlantic Salmon processing establishment operations including:

- Receival process and inspection procedures to ensure only healthy fish processed - a physical review of processing operations occurring at the time of the audit, focussing on fish inspection steps.
- Receival records and processing records including verification inspections conducted to ensure that fish are fit for human consumption and not showing signs of disease.
- traceability of packed Atlantic Salmon back to pens.
- Staff training with a focus upon how staff identify substandard or diseased fish including how staff are assessed as competent, staff training records and refresher training requirements.
- Consumer complaints.
- Corrective action.
- Usage of Agvet chemicals - including vaccinations, current prescriptions and withholding periods and verification post withholding period that fish for processing at the establishment meet MRL's set under the Food Standards Code.
- Processing schedules for fish in pens in any Rickettsia affected harvest areas.

### **Audit findings**

Based on a review of procedures, practices, records and interviews with staff it is the auditors' opinion, that Tassal Operations have sufficient controls in place to ensure that only healthy fish are packed and supplied for human consumption. There are controls in place and records kept of any antibiotic use – those controls are at the farm level as required by Tasmanian legislation and testing

is conducted prior to harvest to ensure MRLs are not exceeded. There are adequate inspection, training and verification steps occurring within the processing establishment to ensure only healthy fish are packed for human consumption and MRL's are not exceeded. Traceability was comprehensive with packed fish being able to be traced back to the grow-out pen.

Yours sincerely

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/2025

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/2025

Meeting start time:10.45am

### Entry meeting attendees

Name	Organisation and title
s. 22(1)(a)(ii)	QA Manager
s. 22(1)(a)(ii)	Operations Manager
s. 22(1)(a)(ii)	Tassal Operations
s. 22(1)(a)(ii)	Quality Control
s. 22(1)(a)(ii)	Administration assistant
s. 22(1)(a)(ii)	DAFF
s. 22(1)(a)(ii)	DAFF

## Scope

### On Farm

- Farm records – prescriptions and withholding periods (water temperature records) , medicated feed use records and withholding periods
- Vaccination use
- Harvest procedure and records, traceability to pen and withholding period records
- Harvest schedule - for fish in any RLO affected and antibiotic treated pens

### Processing establishment

- Receival process and inspection procedures to ensure only healthy fish are processed – what points in process are inspections conducted & is lighting adequate
- Receival records – traceability back to pens
- Staff training – identification of diseased fish, staff training records
- Verification – fit for consumption, how many packed boxes are inspected
- Verification that MRL's are met for AgVet chemicals

- Consumer complaints
- Corrective action

## Farm Operations

Note: farm sites were not visited during audit & process staff may not be able to answer some questions relating to farm operations. Where possible farm representatives can be contacted via phone or present at process establishment for audit

What farm sites supply this establishment?
<p>Macquarie Harbour predominantly (process all of Tassal's Macquarie Harbour fish) processing occurs during October through to December.</p> <p>George Town Seafoods have the ability to process fish farmed in other areas when Tassal Operations does not have the capacity to process them.</p> <p>Okehampton Bay fish – processing starts mid October through to the end of December.</p> <p>Fish from Port Arthur or the D'Entrecasteaux Channel – could be sent to George Town for processing at any time.</p>
Which of your sites has been affected by Rickettsia (RLO)? IS MQ harbour affected by RLO?
<p>Have not received any fish from east coast during disease event.</p> <p>GTS received fish from the south east on four occasions during the period from January 1 – 17 January 25 and these fish were not from the rickettsia affected area.</p>
What are the harvest procedures for each of the sites – please supply copy of procedure?



This will be answered by Tassal during the audit of Tassal Operations.
Do you cease feeding fish prior to harvest? What is the timeframe?
This will be answered by Tassal during the audit of Tassal Operations.
How many staff are involved in inspecting fish for disease at harvest? How are the staff trained and if harvesting prior to daylight, how are they inspected – is there adequate light?
This will be answered by Tassal during the audit of Tassal Operations.
During the 2025 outbreak has the company used antibiotics on fish – if so in which aquaculture sites?
This will be answered by Tassal during the audit of Tassal Operations.
Can we see a copy of the veterinary prescription showing withholding periods?
This will be answered by Tassal during the audit of Tassal Operations.

Can we see the medication records? Evidence that the medicated feed was correct dosage as per permit? Records of medicated feed use (must be traceable to pens and site)? Are they meeting withholding period requirements?
This will be answered by Tassal during the audit of Tassal Operations.
Any records of disposal or identification of diseased or suspect fish (if yes corrective action or investigation or just something that occurs)
This will be answered by Tassal during the audit of Tassal Operations.
Have you started vaccinating fish – what sites? What is the process?
This will be answered by Tassal during the audit of Tassal Operations.
Have fish from affected cages been harvested for processing? What controls are in place to ensure only healthy fish are processed and treated fish do not contain residue that exceed regulatory limits? What records are kept?
This will be answered by Tassal during the audit of Tassal Operations.

Are any other chemicals/ therapeutants/AgVet medicines used on the farm sites?
This will be answered by Tassal during the audit of Tassal Operations.

## Processing establishment operations

First – confirm processing times and size of production run – we need to think about the timing of the walk through. Need to look at HACCP/PFC and identify inspection sites and look at training/inspection procedure - what are staff looking for?

What fish have been received today? Can we see the receival records?
No salmon were being processed. Harvests from Macquarie harbour harvest has ceased and will recommence in October 25. Have capacity to process fish from other harvest areas if Tassal Operations do not have the capacity to process.
What procedures has GTS have in place to ensure that fish that are dead or diseased are not prepared for export and that only healthy fish are prepared for export? Can you please provide a copy of your procedure?

Noting that the production is fully automated, and fish are packed very quickly, have you taken any extra measures to ensure that only healthy fish are processed for export?

HACCP Plan provided included all steps in the process – and despite being mechanised – the inspections for quality and condition are all carried out by staff trained to identify defects at key points in the processing (for example – diverting fish damaged by gutting to the fillet line). Fish are harvested, stunned, bled and iced prior to entering the factory and due to harvesting method – any fish that have died prior to harvest do not enter the tankers for transport to the factory.

The process line is such that fish travel individually along the line from point of entry into the process flow – there are no large build ups of fish that would allow a damaged fish to be missed.

What training are processing staff provided with that would enable them to identify diseased stock? Is this training documented and recorded? Has the company conducted any extra training as a result of the outbreak?

Staff training – **how** are staff trained in relation to identification of diseased fish? Records? *Is the procedure and training adequate?*

Only live fish are harvested and initial inspection, stunning and bleeding occurs at harvest.

Process may be automated, but majority of steps are manned – from entry to the factory, alignment with gutting machines, removal from the HOG (head on gutted) line of fish that are not suitable for packing whole (includes inspection of gut cavity and spine bones) and are diverted to the fillet line. All fillets are pin-boned, inspected, trimmed by hand and graded by eye.

Each staff member is trained in what to look for in order to grade fish accurately using photographs of common issues – majority are quality defects (head shape, body shape), signs of bruising, damage from gut removal or machinery damage. Photographs are used to illustrate fish that are A grade for packing whole, B grade for fillets. Example photographs include less common issues (QA response) such as seal bites, jellyfish stings (small brown spots on skin).

Each staff member must then complete a visual test and receives individual feedback until found competent. Next stage of training is via buddy system until determined to be able to lead on specific manned station.

It is emphasised to staff that anything outside of the norm in relation to fish appearance is reported immediately to a supervisor.

Further QA checks are carried out on packed boxes and records are maintained of yield and waste.

While training records were maintained for each staff member – a number viewed where missing dates and further detail of feedback to trainees is recommended.

As to date – affected / treated fish have not been harvested or processed through this factory – no additional training has been provided.

How many staff are involved in inspecting fish for disease and at what step in the process if this done?

Can we see you PFC and HACCP plan (identify where product inspection occurs) receipt/processing /inspection/?

No. of staff depends on volume to be processed, as noted – line is mechanised – but there are at least <sup>s. 41</sup> staff at each point in the process line where fish are subject to a process (i.e. gutting, pin-boning, filleting, trimming, packing) – inspection occurs at each step from initial receipt into the factory.

HACCP plan includes a specific QA check step.

If <sup>s. 47G(1)(a)</sup> has administered antibiotics, how are you verifying that there are no antibiotic residues in the fish? Verification (MRL's) procedures/frequency/records?	
<p>1.34: Tassal Antibiotic Use – this document states that Tassal participates in the NRS since the 1990's – never been any positive results for antibiotics or other or other medicines. States that the in the unlikely event antibiotics are used that withholding periods will be complied with – withholding periods are calculated by multiplying the number of days by the average water temperature in degrees Celsius e.g. 1000 degree days divided by the average temperature if 10 degrees C = 1000 divided by 10 degrees C = 100 days withholding period.</p> <p>Approved arrangement states that GTS seafood will obtain the NRS antibiotic results for fish sampled from their establishment on an annual basis.</p>	
<b>Walk through of process area</b> and view inspection procedures/lighting/interview staff/ any verification checks that are done on packed cartons and who responsible for inspection and verification?	
<p>No processing was occurring on the day of the audit – no walkthrough occurred. QA described each process step as per HACCP Plan. This est. only packs out HOG – all B grade product is returned to Tassal for portioning and packing.</p>	

What happens if diseased fish identified? Corrective action? <i>Do they stop the process/check all packed boxes – what is the procedure – destruction/landfill?</i>
QA check is step in the process. If issues with weight or labelling – product back to previous check is identified and re-worked.
Customer complaints?
From November to date - Tassal has not advised that there have been any customer complaints.
Recent REX's and Production records
Traceability

## GTS receives:

- Harvest Unload sheet – harvest date, region, pen number, bin quality (sometimes in tanker)
- Daily Harvest Report – Vessel name (Emmanuel or Tassal 1), vessel departure and return times, harvest start and end times for seine netting, pen number & totals
- Daily harvest quality checklist farms – harvest date, farm site, pen number, number of fish, environmental (seal interactions, dissolved oxygen levels, stunner and bleeder issues, sea temperature)
- Tanker check Macquarie Harbour/Okehampton/Dover – tanker number, temps of ice tanker slurry on arrival and departure

REX0001324847

HOG – chilled head on gutted Atlantic salmon - s. 47(1)(b),s. 47G(1)(a)

Production 19 Feb 25 – s. 47(1)(b),s. 47G(1)(a)

Transfer certificate s. 47G(1)(a) 20/2/25 – s. 47(1)(b),s. 47G(1)(a) to s. 47(1)(b),s. 47G(1)(a), Tullamarine Est 2726 signed by s. 22(1)(a)(ii). Transfer certificate issued on 20 Feb 25 but had product on it that left GTS on the 19 February 25. The 19 February product should have had a transfer certificate issued when it departed GTS on 19 February 25.

GTS Form 5B – Tanker Bins Receival form

Form 46 Salmon sampling – wet processing form - inspection after s. 47G(1)(a) shows that s. 47(1)(b),s. 47G(1)(a) had been inspected

Form 41 – Clearance Inspection report – 6 boxes inspected – s. 47(1)(b),s. 47G(1)(a) in each box – temperatures, weights, grades, ice source recorded.

Load Plan – separate one for 19 Feb 25 and 20 Feb 25 shows transport trailer details and seal number (transport via ferry to Melbourne)

Packing list – lot code denotes harvest area and Julian dates

Harvest area quality checklist

Tanker checklist

Daily harvest report

Harvest unload sheet



Production 20 Feb 25 – s. 47(1)(b), s. 47G(1)(a)



Australian Government  
Department of Agriculture,  
Fisheries and Forestry

File ref: 2018/014417E

s. 22(1)(a)(ii)

Quality Assurance Manager  
George Town Seafoods Pty Ltd  
41-42 Franklin Street  
George Town TAS 7253

Via email: s. 22(1)(a)(ii) , s. 22(1)(a)(ii)

Dear s. 22(1)(a)(ii)

#### **DAFF audit of Atlantic Salmon operations at Est 5485, George Town Seafoods Pty Ltd**

On Wednesday 19 March 2025 an audit of your export registered establishment's Atlantic Salmon processing operations was conducted by DAFF senior auditors, s. 22(1)(a)(ii) and s. 22(1)(a)(ii).

The department would like to thank George Town Seafoods Pty Ltd and the staff that participated in the audit for their co-operation and agreeing to the audit at short notice.

The scope of this audit included Atlantic Salmon processing establishment operations including:

- Receival process and inspection procedures, focussing on fish inspection steps to ensure only healthy fish are processed.
- Receival records and processing records including verification inspections conducted to ensure that fish are fit for human consumption and not showing signs of disease.
- traceability of packed Atlantic Salmon back to pens.
- Staff training with a focus upon how staff identify substandard or diseased fish including how staff are assessed as competent, staff training records and refresher training requirements.
- Consumer complaints.
- Corrective action.
- Usage of Agvet chemicals - including vaccinations, current prescriptions and withholding periods and verification post withholding period that fish for processing at the establishment meet MRL's set under the Food Standards Code.
- Processing schedules for fish in pens in any Rickettsia affected harvest areas.

#### **Audit findings**

Based on a review of procedures, practices, records and interviews with staff, it is the auditors' opinion, that George Town Seafoods Pty Ltd have sufficient controls in place to ensure that only healthy fish are packed and supplied for human consumption. There are controls in place and records are required to be kept of any antibiotic use – those controls are at the farm level as required by

Tasmanian legislation and if antibiotics are used testing will be conducted prior to harvest to ensure MRLs are not exceeded. There are adequate inspection, training and verification steps occurring within the processing establishment to ensure only healthy fish are packed for human consumption and MRL's are not exceeded. Traceability was comprehensive with packed fish being able to be traced back to the grow-out pen.

Yours sincerely

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/2025

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/2025

Meeting start time:1.00pm

### Entry meeting attendees

Name	Organisation and title
s. 22(1)(a)(ii)	Planning manager (in lieu of QA manager)
s. 22(1)(a)(ii)	Supply Chain Manager
s. 22(1)(a)(ii)	Environmental and Sustainability Manager (in lieu of s. 22(1)(a)(ii) head of public affairs and sustainability)
s. 22(1)(a)(ii)	Training co-ordinator
s. 22(1)(a)(ii)	DAFF Auditor
s. 22(1)(a)(ii)	DAFF Auditor

## Scope

### On Farm

- Farm records – prescriptions and withholding periods (water temperature records), medicated feed use records and withholding periods
- Vaccination use
- Harvest procedure and records, traceability to pen and withholding period records
- Harvest schedule - for fish in any RLO affected and antibiotic treated pens

### Processing establishment

- Receival process and inspection procedures to ensure only healthy fish processed – what points in process are inspections conducted. Is lighting adequate to conduct inspection.
- Receival records – traceability back to pens
- Staff training – identification of diseased fish, staff training records
- Verification of fitness for consumption, how many packed boxes are inspected
- Verification that MRL's are met when AgVet chemicals are used
- Consumer complaints

- corrective action

## Farm Operations

Note: farm sites were not visited during audit & process staff may not be able to answer some questions relating to farm operations. Where possible farm representatives can be contacted via phone or present at process establishment for audit

What farm sites supply this establishment?
<p>Petuna Pty Ltd are 100% owned by Sealord NZ.</p> <p>Farm sites located at: Macquarie Harbour Tamar river – Rowella</p> <p>Farms are BAP (Best Aquaculture Practice) accredited and audited annually. BAP rated as four stars(highest rating) for at least the last three years. BAP Accreditation covers at all operations – hatchery, farms and processing establishment.</p>
Which of your sites has been affected by Rickettsia (RLO)? IS MQ harbour affected by RLO?
<p>None</p> <p>Macquarie Harbour and Tamar River farm sites were not affected, the Rickettsia outbreak is in the south east region.</p>
What are the harvest procedures for each of the sites?
<p>Macquarie Harbour – transportation tankers go onto a barge and travel to pens that are being harvested. Fish being harvested are crowded in the pen then are sucked up a funnel and travel via a pipeline into harvest shed which is on the barge.</p>

There are <sup>s. 47</sup> staff inspecting fish in the grow out pen and other staff in the harvest shed which is part of the barge infrastructure. Once in the harvest shed the fish are stunned and bled and pass onto a dewatering table where fish are further inspected by <sup>s. 47G(1)(c)</sup> staff and then the fish travel into tanker with ice slurry. Barge sails to port and then the tanker travels by road to Devonport.

Tamar River site – grow out pens are attached to walkways. To harvest, <sup>s. 47G(1)(c)</sup> to <sup>s. 47G(1)(a)</sup> staff attach a long pipeline to the pen being harvested and fish are crowded in pen and then pumped into a harvest shed where they are stunned, bled, moved to dewatering table and inspected by <sup>s. 47G(1)(a)</sup> or <sup>s. 47G(1)(a)</sup> staff persons. Fish travel into tanker with ice slurry and travel via road to the processing establishment in Devonport.

Do you cease feeding fish prior to harvest? What is the timeframe?

Minimum of <sup>s. 47G(1)(a)</sup>

How many staff are involved in inspecting fish for disease at harvest? How are the staff trained and if harvesting prior to daylight, how are they inspected – is there adequate light?

<sup>s. 47G(1)(a)</sup> staff inspect fish whilst harvesting and <sup>s. 47G(1)(a)</sup> staff inspect fish as they pass along dewatering table prior to entering tanker. Adequate lighting provided for inspection and WH&S.

All staff at <sup>s. 47G(1)(a)</sup> and farming staff have certificate or diploma or degree - <sup>s. 47G(1)(a)</sup> (Seafood Training Hobart).  
There are two fish health specialists that roam from farm site to farm site - <sup>s. 22(1)(a)(ii)</sup> and <sup>s. 22(1)(a)(ii)</sup>.

Grading staff in the processing establishment have SOP training and buddy training by Petuna's QA assessors <sup>s. 22(1)(a)(ii)</sup> & <sup>s. 22(1)(a)(ii)</sup>

During the 2025 outbreak has the company used antibiotics on fish – if so in which aquaculture sites?

Nil use in either site
Can we see a copy of the veterinary prescription showing withholding periods?
Have no veterinary prescriptions
Can we see the medication records? Evidence that the medicated feed was correct dosage as per permit? Records of medicated feed use (must be traceable to pens and site)? Are they meeting withholding period requirements?
No medicated feed has been used.
Any records of disposal or identification of diseased or suspect fish (if yes corrective action or investigation or just something that occurs)
Morts are lifted by a vacuum pump system daily or every second day.  Morts are disposed of into bins – stored in skip bins – composted (must be authorised facility)
Have you started vaccinating fish – what sites? What is the process?

Yes, at s. 47G(1)(a) – northern vaccine – fish are vaccinated by hand at about 100g weight. Smolt are transferred from fresh water to grow out pens at 120 -150 g ( at about 12 months old).

Have fish from affected cages been harvested for processing? What controls are in place to ensure only healthy fish are processed and treated fish do not contain residue that exceed regulatory limits? What records are kept?

No disease outbreak in either of Petuna's farming locations.

Some losses due to thermal stress. Mortalities must be reported to the EPA/NRE/CVO when they reach 0.25% and at 0.5%.

Macquarie Harbour/Strachan the water temperatures range s. 47G(1)(a)  
Tamar river they got up to 21 – 22 C in December 24.

Are any other chemicals/ therapeutants/AgVet medicines used on the farm sites?

Nil



## Processing establishment operations

First – confirm processing times and size of production run – we need to think about the timing of the walk through. Need to look at HACCP/PFC and identify inspection sites and look at training/inspection procedure - what are staff looking for?

<p>What fish have been received today? Can we see the receival records?</p> <p>Harvest in Tamar River ends in December due to high water temperatures.</p> <p>Macquarie Harbour fish received today – sighted the Interim Harvest Report – 4 tankers received today (s. 47G(1)(a) ) (s. 47G(1)(a) ), (s. 47G(1)(a) ), (s. 47G(1)(a) ) ISO is truck ID numbers.</p> <p>All fish being processed today were harvested from pen s. 47G(1)(a) (Table Head Central) – Interim Harvest Report also records environmental conditions and quality/issues with fish such water-bellies, pinheads etc.</p> <p>Pens can hold up to s. 47(1)(b), s. 47G(1) . Fish were harvested yesterday 17 /3/25 - farm sends the interim harvest report to the processing establishment. Slurry temperature recorded.</p>
<p>What procedures has Petuna got in place to ensure that fish that are dead or diseased are not prepared for export and that only healthy fish are prepared for export?</p> <p>Noting that the production is fully automated, and fish are packed very quickly, have you taken any extra measures to ensure that only healthy fish are processed for export?</p>
<p>For CCP refresher training a minimum annually</p> <p>Grading HOG - SOP FAC 28 and SOP FAC 24 sighted and refresher training records sighted.</p>

What training are processing staff provided with that would enable them to identify diseased stock? Is this training documented and recorded? Has the company conducted any extra training as a result of the outbreak?
Staff training – <b>how</b> are staff trained in relation to identification of diseased fish? Records? <i>Is the procedure and training adequate?</i>
Trained via SOP's – about 103 SOP's. Assessors sign off if competent e.g. FAC28: HOG Grading Table  No extra training conducted this year as the Rickettsia outbreak is currently only in the south east and company does not have farms in this area.
How many staff are involved in inspecting fish for disease and at what step in the process if this done?  Can we see you PFC and HACCP plan (identify where product inspection occurs) receival/processing /inspection/?

Staff are constantly inspecting and monitoring fish health throughout production from hatchery, grow out, harvest and during processing.

s. 22(1)(a)(ii) is Petuna's consultant veterinarian.

If Huon has administered antibiotics, how are you verifying that there are no antibiotic residues in the fish?  
Verification (MRL's) procedures/frequency/records?

Nil use

**Walk through of process area** and view inspection procedures/lighting/interview staff/ any verification checks that are done on packed cartons and who responsible for inspection and verification?

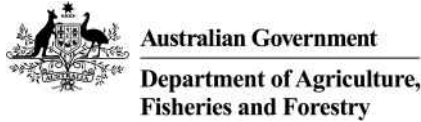
Observed the HOG line operations – fish are processed using s. 47G(1)(a), manual gutting when fish are not able to be gutted through grader due to spinal abnormalities, seal strike, fish in rigor or harvest damage.

Company were processing HOG, fillets and portions – supply s. 47(1)(b), s. 47G(1)(a) in poly to s. 47G(1)(a) for delicatessen counters.

There was no evidence that diseased fish were being processed – fish being processed were harvested in Macquarie Harbour and there is no Rickettsia outbreak there.

What happens if diseased fish identified? Corrective action? <i>Do they stop the process/check all packed boxes – what is the procedure – destruction/landfill?</i>
Disease would be picked up at farm – mandatory reporting of morts – investigation  Inspection in establishment – staff trained to grade ( A and B grade HOG) and reject unsuitable fish such as those that have wounds, deformed or damaged and those with water bellies or damaged during harvest.  Auto feeders – people on barges – camera’s in feeders in both sites (Tamar River & Macquarie Harbour)
Customer complaints?
Complaints 2025 – nothing except 3 portions only in a 4 portion pack  9/10/24 – unsafe driving – retail distribution van  Sell most to s. 47G(1)(a) – frozen products have addresses

Recent REX's and Production records
<p>s. 47G(1)(a) Consignee: s. 47(1)(b),s. 47G(1)(a) 250 kg Nett weight Processed 17 March 25</p> <p>Use packing software called s. 47G(1)(a) Invoice has unique order number – this number recorded in s. 47G(1)(a) came from s. 47G(1)(a) (Julian code) (Table Head Central – Macquarie Harbour) Pen s. 47G(1)(a) was pen, transported by tankers s. 47G(1)(a) and s. 47G(1)(a)</p>



File ref: 2018/014417E

s. 22(1)(a)(ii)

Supply Chain Manager  
Petuna Pty Ltd  
11 John Street  
East Devonport TAS 7310

Via email: s. 22(1)(a)(ii) , s. 22(1)(a)(ii) , s. 22(1)(a)(ii)

Dear <sup>s. 22(1)(a)(</sup>

**DAFF audit of Atlantic Salmon operations at Est 2249, Petuna Pty Ltd**

On Tuesday 18 March 2025 an audit of your export registered establishment's Atlantic Salmon processing operations was conducted by DAFF senior auditors, s. 22(1)(a)(ii) and s. 22(1)(a)(ii).

The department would like to thank Petuna Pty Ltd and the staff that participated in the audit for their co-operation and agreeing to the audit at short notice.

The scope of this audit included Atlantic Salmon processing establishment operations including:

- Receival process and inspection procedures to ensure only healthy fish processed - a physical review of processing operations occurring at the time of the audit, focussing on fish inspection steps.
- Receival records and processing records including verification inspections conducted to ensure that fish are fit for human consumption and not showing signs of disease.
- traceability of packed Atlantic Salmon back to pens.
- Staff training with a focus upon how staff identify substandard or diseased fish including how staff are assessed as competent, staff training records and refresher training requirements.
- Consumer complaints.
- Corrective action.
- Usage of Agvet chemicals - including vaccinations, current prescriptions and withholding periods and verification post withholding period that fish for processing at the establishment meet MRL's set under the Food Standards Code.
- Processing schedules for fish in pens in any Rickettsia affected harvest areas.

**Audit findings**

Based on a review of procedures, practices, records and interviews with staff, it is the auditors' opinion, that Petuna Pty Ltd have sufficient controls in place to ensure that only healthy fish are packed and supplied for human consumption. There are controls in place and records are required to be kept of any antibiotic use – those controls are at the farm level as required by Tasmanian

legislation and if antibiotics are used testing will be conducted prior to harvest to ensure MRLs are not exceeded. There are adequate inspection, training and verification steps occurring within the processing establishment to ensure only healthy fish are packed for human consumption and MRL's are not exceeded. Traceability was comprehensive with packed fish being able to be traced back to the grow-out pen.

Yours sincerely

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/2025

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/2025

Meeting start time: 8.20am

#### Entry meeting attendees

Name	Organisation and title
s. 22(1)(a)(ii)	Production Manager
s. 22(1)(a)(ii)	National Processing Manager
s. 22(1)(a)(ii)	QA Manager
s. 22(1)(a)(ii)	Fish Health and Technical (via telephone)
s. 22(1)(a)(ii)	DAFF Auditor
s. 22(1)(a)(ii)	DAFF Auditor

## Scope

#### On Farm

- Farm records – prescriptions and withholding periods (water temperature records), medicated feed use records and withholding periods
- Vaccination use
- Harvest procedure and records, traceability to pen and withholding period records
- Harvest schedule - for fish in any RLO affected and antibiotic treated pens

#### Processing establishment

- Receival process and inspection procedures to ensure only healthy fish processed – what points in process are inspections conducted. Is lighting adequate to conduct inspection.
- Receival records – traceability back to pens
- Staff training – identification of diseased fish, staff training records
- Verification of fitness for human consumption, how many packed boxes are inspected
- Verification that MRL's are met when AgVet chemicals are used



- Consumer complaints
- corrective action

## Farm Operations

Note: farm sites were not visited during audit & process staff may not be able to answer some questions relating to farm operations. Where possible farm representatives can be contacted via phone or present at process establishment for audit

s. 22(1)(a)(ii) - Fish Health and Technical for farm (via telephone)

What farm sites supply this establishment?
Macquarie Harbour Storm Bay D'Entrecasteaux Channel
Which of your sites has been affected by Rickettsia (RLO)? Is MQ harbour affected by RLO?
RLO not detected Macquarie Harbour s. 47G(1)(a) – present in D'Entrecasteaux channel
What are the harvest procedures for each of the sites?
Sea cages – fish transferred to well boat – fish placed into pods at harvest station – s. 47G(1)(a) prior to harvest (minimum of s. 47G(1)(a)). Harvest operation - pump attached to pods, pump has tube attached to shore base. Fish are s. 47G(1)(a) pumped upward into swim box at head height – dewatered, pneumatic stunned and bled moving across the harvest table.

<p>Every fish goes across the harvest table – fish have to swim against gravity and water pressure so only healthy fish can swim up to harvest table. Rejected fish are disposed of or used for silage or for feed for other species.</p> <p>Fish are they are inspected on the harvest table and then move via gravity feed into ice filled tanker for transportation to processing establishment.</p> <p>Fish are harvested 4pm – 6am in the morning as it causes less stress than harvesting through the day. The land-based infrastructure used at harvest is well lit at night.</p> <p>In Storm Bay the harvest occurs using the same concept/method s. 47G(1)(a) .</p>
<p>Do you cease feeding fish prior to harvest? What is the timeframe?</p>
<p>Minimum of s. 47G(1)(a)</p>
<p>How many staff are involved in inspecting fish for disease at harvest? How are the staff trained and if harvesting prior to daylight, how are they inspected – is there adequate light?</p>
<p>s. 41 people at pen and s. 47G(1)(a) people on the harvest table – operations are performed under lighting.</p>
<p>During the 2025 outbreak has the company used antibiotics on fish – if so in which aquaculture sites?</p>
<p>Used antibiotics 4 pens in February 13 - 26 Feb 2025</p> <p>Feed medicated by s. 47G(1)(a), top coated (Huon also use s. 47G(1)(a) for feed supply).</p> <p>Husbandry practices – farm staff monitor s. 47G(1)(a) – s. 47G(1)(a) , monitored in s. 47G(1)(a)</p> <p>Treated pens will not be harvested till s. 47G(1)(a)</p>

s. 47G(1)(a)

Water now 17 degrees – highest was 18.5

Can we see a copy of the veterinary prescription showing withholding periods?

Prescription supplied – s. 22(1)(a)(ii) (s. 47G(1)(a) )

s. 47G(1)(a) veterinary prescription sighted – Medication Authority HA- 0001-25 , issued 5 February 2025, 1910kg of Oxytetracycline for use at Zuidpool south lease for treatment of rickettsia like organism – withholding period on prescription is 1000 degree days.

Prescription identifies the stock to be treated being within pens: ZS 04, ZS 03, ZS 12 and ZN 05.

Huon wait until 1600 degree days have elapsed for export.

Can we see the medication records? Evidence that the medicated feed was correct dosage as per permit? Records of medicated feed use (must be traceable to pens and site)? Are they meeting withholding period requirements?

Huon use their 'fish talk' database to record s. 47G(1)(a) . Medication was dispensed to 4 pens within the Zuidpool South Lease in the South of the D'Entrecasteaux Channel. Pen numbers were:

- ZS 04
- ZS 03
- ZS 12
- ZN 05

Records are required to be kept under his database and these records are auditable

CVO and EPA get notification of the treatment at start and end

Huon will start residue testing at 450 degree days 1<sup>st</sup> round , then 800 and 1200 – fish in 4 pens are not at 450 degree days at time of audit and so have not been tested

Any records of disposal or identification of diseased or suspect fish (if yes corrective action or investigation or just something that occurs)
<p>Recorded as normal mortality data – fish talk database</p> <p>Fish in sea cages are regularly inspected for health and any morts removed – company uses air lift compressors in the base of pen which cause morts to rise to the surface and dead fish sucked up to mort boat.</p>
Have you started vaccinating fish – what sites? What is the process?
<p>Have been vaccinating fish for years</p> <p>This strain RLO vaccine – east coast strain – ready to be used on fish that s. 47G(1)(a)</p>
Have fish from affected cages been harvested for processing? What controls are in place to ensure only healthy fish are processed and treated fish do not contain residue that exceed regulatory limits? What records are kept?
<p>Some of the pens being harvested have affected fish - asymptomatic (not showing signs of disease) fish can swim onto harvest table – as fish are still well (healthy) at early stage of disease.</p> <p>4 pens being treated and will not be harvested until withholding period has expired and fish have been tested and do not exceed MRL.</p>

Are any other chemicals/ therapeutants/AgVet medicines used on the farm sites?
No, not at farms sites.

## Processing establishment operations

First – confirm processing times and size of production run – we need to think about the timing of the walk through. Need to look at HACCP/PFC and identify inspection sites and look at training/inspection procedure - what are staff looking for?

What fish have been received today? Can we see the receival records?
Harvest Report Final email to processing plant from the harvest station . Fish being processed today are from Hideaway Bay (Policeman Point, D'Entrecasteaux Channel) – harvested 17/3/25, tanker s. 47G(1)(a) (tanker registration number) all from harvest pen 2414 (pods A2, A3,B3) recorded in s. 47G(1)(a) traceability database.
What procedures Huon has in place to ensure that fish that are dead or diseased are not prepared for export and that only healthy fish are prepared for export? Noting that the production is fully automated, and fish are packed very quickly, have you taken any extra measures to ensure that only healthy fish are processed for export?

Steps where the inspection undertaken:

Step 2 – fish grading station/quality checks on gantry ( <sup>s. 41</sup> staff)

Step 7 - grading and sorting ( <sup>s. 47G(1)</sup> staff)

Step 24 – before ice is put on frequency - temp and fish quality (as per specification). ( <sup>s. 47G(1)(a)</sup> – rotate in breaks) Yesterday the step 24 inspection was recorded 18 times and only one defect recorded (abnormal colour)

No extra measures have been taken – the same process as normal procedure - fish health and surveillance occurs daily during grow out operations and inspected again at harvest on the harvest table. Unhealthy fish are not able to swim up onto inspect table at harvest – processing inspection within the registered establishment remains the same.

What training are processing staff provided with that would enable them to identify diseased stock? Is this training documented and recorded? Has the company conducted any extra training as a result of the outbreak?

Staff training – **how** are staff trained in relation to identification of diseased fish? Records? *Is the procedure and training adequate?*

<sup>s. 41</sup> Quality Inspectors and these inspectors buddy train new staff for at least a week, refresher training yearly. Trained against quality standards.

How many staff are involved in inspecting fish for disease and at what step in the process if this done?  Can we see you PFC and HACCP plan (identify where product inspection occurs) receipt/processing /inspection/?
Steps where the inspection undertaken: Step 2 – fish grading station/quality checks on gantry ( <sup>s. 47</sup> staff) Step 7 - grading and sorting ( <sup>s. 47G(1)</sup> ) Step 24 – before ice is put on frequency - temp and fish quality (as per specification) <sup>s. 47G(1)(a)</sup> (rotate during breaks)
If Huon has administered antibiotics, how are you verifying that there are no antibiotic residues in the fish? Verification (MRL's) procedures/frequency/records?
Haven't used for 5 years prior to this outbreak  Quarterly testing for DAFF's National Residue survey (NRS)  Farm starts testing at 450 degree days, 800 DD & 1200DD  Will test at 1000 for domestic – must not exceed the FSANZ MRL of T0.2 mg/kg

<b>Walk through of process area</b> and view inspection procedures/lighting/interview staff/ any verification checks that are done on packed cartons and who responsible for inspection and verification?
<p>Observed the processing of HOG Atlantic salmon and fillets during the audit. Focussing on inspection procedures and questioning staff that were conducting the inspections as to what the inspection procedures are and what they look for.</p> <p>The HOG line was observed to have good lighting – we inspected some fish at the inspection gantries and had no issue seeing each fish clearly when inspecting. We did not sight any fish that looked or appeared to be diseased – the fish looked good and gills sighted were red with no damage observed, the odd fish having a s. 47G(1)(a) as per procedure.</p>
What happens if diseased fish identified? Corrective action? <i>Do they stop the process/check all packed boxes – what is the procedure – destruction/landfill?</i>
<p>Quality Inspectors will send message on MS Teams – will put QI hold – photos would be taken and sent to veterinary and fish health staff.</p> <p>Staff present at the audit have not seen the Rickettsia disease that has been identified on fish that have entered the processing establishment.</p>



Customer complaints?
Customer complaints in 2025 include bruising, pale colour complaints, melanin discolouration of fish (old bruise) - about s. 47G(1)(a) – s. 47G(1)(a)
Recent REX's and Production records
REX0001387703 , Japan s. 47(1)(b),s. 47G(1)(a) , chilled <i>S.salar</i> - HOG s. 47(1)(b),s. 47G(1) chilled fillet net weights Tanker – s. 47G(1)(a) database and Harvest report Date of harvest – s. 47G(1)(a) database and harvest report Pen - 2414 s. 47G(1)(a) and Harvest report tanker A (s. 47G(1)(a)) and Tanker B (s. 47G(1)(a)) recorded on Harvest Report Packing list no: 705847 which is also recorded on s. 47G(1)(a) database



Australian Government  
Department of Agriculture,  
Fisheries and Forestry

File ref: 2018/014417E

s. 22(1)(a)(ii)

Quality Assurance Manager  
Huon Aquaculture Company Pty Ltd  
7218 Bass Highway  
East Sassafras TAS 7307

Via email: s. 22(1)(a)(ii) , s. 22(1)(a)(ii)

Dear <sup>s. 22(1)(a)(ii)</sup>

### **DAFF audit of Atlantic Salmon operations at Est 5330, Huon Aquaculture Company Pty Ltd**

On Tuesday 18 March 2025 an audit of your export registered establishment's Atlantic Salmon processing operations was conducted by DAFF senior auditors, s. 22(1)(a)(ii) and s. 22(1)(a)(ii).

The department would like to thank Huon Aquaculture and the staff that participated in the audit for their co-operation and agreeing to the audit at short notice.

The scope of this audit included Atlantic Salmon processing establishment operations including:

- Receival process and inspection procedures to ensure only healthy fish processed - a physical review of processing operations occurring at the time of the audit, focussing on fish inspection steps.
- Receival records and processing records including verification inspections conducted to ensure that fish are fit for human consumption and not showing signs of disease.
- traceability of packed Atlantic Salmon back to pens.
- Staff training with a focus upon how staff identify substandard or diseased fish including how staff are assessed as competent, staff training records and refresher training requirements.
- Consumer complaints.
- Corrective action.
- Usage of Agvet chemicals - including vaccinations, current prescriptions and withholding periods and verification post withholding period that fish for processing at the establishment meet MRL's set under the Food Standards Code.
- Processing schedules for fish in pens in any Rickettsia affected harvest areas.

### **Audit findings**

Based on a review of procedures, practices, records and interviews with staff it is the auditors' opinion, that Huon Aquaculture have sufficient controls in place to ensure that only healthy fish are packed and supplied for human consumption. There are controls in place and records kept of any antibiotic use – those controls are at the farm level as required by Tasmanian legislation and testing is conducted prior to harvest to ensure MRLs are not exceeded. There are adequate inspection,

training and verification steps occurring within the processing establishment to ensure only healthy fish are packed for human consumption and MRL's are not exceeded. Traceability was comprehensive with packed fish being able to be traced back to the grow-out pen.

Yours sincerely

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/25

s. 22(1)(a)(ii)

s. 22(1)(a)(ii)  
08/04/25



**Australian Government**  
**Department of Agriculture**

**A U D I T   R E P O R T**

**Est/Name:** PETUNA PTY LTD

**Est No:** 2249

**Audit Type:** Announced Fish Audits

**Report Status:** FINAL AUDIT REPORT

**Audit Period From:** 17/01/2024

**To:** 26/03/2025

**Audit Criteria:**

Export Control Act.

Export Control (Fish and Fish Products) Rules.

Est. Approved Arrangement as documented to demonstrate compliance with legislation and Importing Country Requirements.

**Audit Scope:**

Export Documentation - Declarations of compliance

HACCP plan/s - HACCP plan/s

Importing Country Requirements - Country listing

Management Practices - Management Practices

Operational Hygiene - Operational Hygiene

Preparation and Transport - Evaluation of fitness for human consumption

Product Standards - Microbiological sampling and examination

Registration - Registration

Structural Requirements - Structural Requirements

Identification, Traceability and Transfer - Transfer information

Trade Description and Official Marks - ID and traceability

**Overall Audit Outcome:** Acceptable

**Est Rating:** A

**Audit Conclusion:**

The audit was satisfactorily completed. At the time of the audit, the establishment was found to be compliant with the EXPORT CONTROL ACT and the applicable Export Control Rules, the approved arrangement and applicable importing country requirements but for the non-compliances indicated and issued as CARs.

The audit of establishment Est.#2249, was conducted on 26/03/2024. The scope of the audit included: the activities listed above, a review of previous CARs and observations. A physical inspection was conducted of the establishment to confirm structure and hygiene.

This establishment processes various Trout and Salmon products for export and domestic markets. Domestic requirements were also reviewed at the audit.

The establishment was processing HOG Salmon for the export market at the time of audit.

The establishment is compliant and is now assigned a rating of Acceptable. The next audit is due in 12 months.

One Corrective Action request (CAR) was raised at audit.

It is advised that an internal Corrective action request be raised for each CAR so that the following information is addressed and provided to the Department in order to close the CAR:

1. How the establishment investigated the issue and determined the root cause
2. The actions taken to prevent reoccurrence, ie. what changes were made to the system
3. The actions taken to verify that these changes have been effective



**Australian Government**  
**Department of Agriculture**

**New CARs:**

s. 47G(1)(a)–Importing country requirements, s. 47G(1)(a) , 18/04/2025

**Overdue CARs: Nil**

**CARs Not Closed But Not Yet Due:**

s. 47G(1)(a)–Importing country requirements, s. 47G(1)(a) ,18/04/2025

**Audit Observations and Comments:**

0001: Registration

Compliance

Establishment Registration details reviewed and contacts were updated at audit with regards to phone numbers and email.

Some change in management control to be updated. This is currently being registering in the Export Service replacing the old EX26 form.

0002: Management Practices

Observation

Organisational structure has been updated since the last audit to reflects on current positions within this company.

AA fully approved without conditions, amendments were also reviewed and approved at the audit.

Document control has only the QA manager that can make the official change to the document. The methodology describes Manager approvals and distribution, training and recording.

The Management review is annually held and covers various aspects incorporating procedures, systems, record, complaints, verifications & quality. These reviews were documented satisfactorily and outcomes based.

The Internal audit verification schedule is being maintained, a 12-month cycle covering all aspects of the food processing facility are internally audited.

OBS – some amount of open CAR's and suggestions such as “Needs reviewing” these need to be closed out and/or reviewed. This will be followed up at the next audit.

Training is comprehensive with personal hygiene, food safety, buddy system & competency assessments being in place. The training matrix identifies who is trained in what, refresher training, level of training and competencies.

Training policy is in place explaining methodology, scope, objective & procedure this is in process of being updated to improve training procedure.

Corrective Action/Non-conforming products, some corrective actions have been issued for domestic products and temperature requirements. This has been followed up and temperature data loggers are being placed in loads to a particular distributor of the products.

Another corrective action included wrong labelling, and satisfactory controls have been put in place to avoid the wrong label being applied.

0003: HACCP plan/s

Observation

The Risk Management Plan (RMP), describes the methodology with scope, objectives, procedure, verification and team all in place.

OBS – HACCP Team required to be updated.

Product description for Head on Gutted (HOG) was reviewed as this is the bulk of the export products, the document covering all aspects of HOG Trout/Salmon satisfactorily.

Process flow chart was reviewed, symbolled with description, no CCP's are in place but has critical QCP's for incoming temperatures & labelling steps.



## Australian Government

### Department of Agriculture

Hazard analysis includes pre-requisite programs supporting the control methods used in each step of the program, reducing or eliminating the identified hazards.

The Hazard analysis correlates with the process flow chart and the GMP/SOP's used to ensure the safe processing of food.

Critical QCP's are contained in the HAT table, including who/when/what/how and persons responsible. Corrective actions for the QCP's has been documented.

#### 0004: Importing Country Requirements

##### Non Compliance

Non Conformance issued as not all countries are listed that current exports are occurring.

Schedule of products only includes s. 47G(1)(a) , these are the only listed countries however s. 47G(1)(a) are recent countries where exports have occurred.

All intended or new destination exports/products should be referenced in the AA and specific requirements documented.

MICOR is the main source used to review importing country requirements.

This needs to include s. 47G(1)(a) for export.

No issues with exports have occurred in regard to entry requirements.

#### 0005: Structural Requirements

##### Observation

Premises has been maintained to an acceptable standard with some minor observations were made on walk through not affecting food safety.

OBS – HOG processing had finished however some Salmon gut contents are still on floor at HOG gutting area. QAM stated that there are plans to try and control this.

A minor patch of overheads requires cleaning HOG area not directly over product.

A batch of water was pooling in main process room (VA line area), no products are processed in this area.

Ice maker has minor rust stains, not where ice is removed, more to the side of equipment.

Amenities observed in clean serviceable condition and waste was reasonably well controlled with exception of HOG gut removal.

#### 0006: Operational Hygiene

##### Observation

Cleaning procedure was reviewed, verifications and systems are meeting requirements. Cleaning is contracted to an external company and general cleaning conducted internally as processing occurs.

Chemicals are used, stored and used in specific areas by trained personnel.

Maintenance controlled under the MEX system with preventative and regular maintenance being conducted on a schedule or as required.

Pest control is in place with bait stations serviced by an external contractor, all reports show very minor activity and no signs of pest activity were observed on walk through.

Water testing is being monitored fortnightly with no positive results received. Water chemical analysis's are also being done.

Prevention of cross-contamination is achieved through hand washing, PPE, Training, waste control was observed and demonstrated. No risk of cross contamination of products, equipment, forklifts or packaging contacting floor.

Calibration schedule is in order with records showing calibrations that have been conducted.

OBS – Holding freezer was tested at -10oC and actual was -8.2oc – suggested to review as HACCP frozen product states -18oC and the difference is greater than 1 degree with the measurement.

Control, evaluation and storage of inputs, ingredients, the only ingredient being Salt is stored off site until required. All inputs are under the approved supplier program. Packaging was stored in an acceptable manner.

Approval process has a risk assessment and a classification for corrective actions.

Annual questionnaires are sent out to suppliers with evidence of standards being provided.



**Australian Government**  
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**0007: Preparation and Transport**

**Compliance**

Refrigeration temperatures are continually monitored, rooms are alarmed if set temperatures deviate from the set point.

Approved suppliers for transport and evidence of accreditation sighted, the company uses 2 main transport companies for receipt and dispatch respectively.

Evaluation of fitness for human consumption, carton checks are in place and detailed for the volumes processed determines the amount of verifications.

The assessments were discussed in detail and satisfactory for critical limits, parasites, disease, foreign material and other specifications for the products.

Anti-biotics and treatments were also reviewed with farm and Vet control in place ensuring with holding periods are maintained if used.

**0008: Product Standards**

**Compliance**

Micro testing for trout & salmon products is being conducted on a schedule, with results were either acceptable levels or not detected.

**0009: Trade description and official marks**

**Observation**

OBS – Packed by - Packed for s. 47G(1)(a) labelling outers/innners, the inner packaging of a domestic product processed off site by another establishment has the words on carton labelling incorrect. The inner packaging was correct, so a minor change to these labels is required.

Trade description document was reviewed and has adequate detail.

**0010: Identification, traceability and transfer**

**Observation**

OBS – Health Cert s. 47G(1)(a) was issued for s. 47G(1)(a) however this product was destined for s. 47G(1)(a) – no mention of “Not fit for human consumption” on the health certificate issued to export goods (FX46-01/24).

This is the incorrect export certificate, and an email has been forwarded to NPG & PIAC explaining the situation.

It is labelled as s. 47G(1)(a) and “not fit for human consumption” however has been sent on a health certificate and s. 47G(1)(a) used s. 47G(1)(a).

Company will need to apply through the Non Prescribed Goods (NPG) program for certifying goods in future. The companies AA may require updating for products produced “Not fit for Human consumption), this will be followed up at the next audit.

Traceability was conducted on trout label form on site and a mock recall is being conducted more than once annually.

**0011: Export Documentation**

**Compliance**

The RFP’s reviewed were accurate with goods exported.

**Auditors, Observers and Audit Participants:**

<b>Position</b>	<b>Name</b>
Lead Auditor	s. 22(1)(a)(ii)
Auditor	



**Australian Government**  
**Department of Agriculture**

**Department of Agriculture Lead Auditor:** s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Designation: Food Safety Auditor

Signature:

Date: 31/03/2025

**Company Representative:** s. 22(1)(a)(ii)

I acknowledge receipt of this report and understand the CARs. I agree to provide rectification by the dates specified in the CAR reports.

Designation: Quality Management

Signature:

Date:





**Australian Government**  
**Department of Agriculture**

# Fish Program Fish Checklist AUDIT CHECKLIST

**Est/Name: 2249 - PETUNA PTY LTD**

**Audit Ref: FAAUD-2503-0010**

**Lead Auditor: FISH-FSA-s. 22(1)(a)(ii)**

**Audit Date: 17/01/2024 to 26/03/2025**

Question No	AUDIT FINDINGS	
Outcome	Reference	Question  <i>Auditor Guidance</i>
NR Not Rated NC Non Compliance C Compliance O Operational CNC Critical Non Compliance		

0001	<b>Schedule 1</b>	Registration - <i>Certificate of Registration</i> - <i>Registered Operations</i> - <i>Exemptions</i> - <i>Alternative structural arrangements and approval</i>
Select Outcome	Audit Findings:	
C	Establishment Registration details reviewed and contacts were updated at audit with regards to phone numbers and email. Some change in management control to be updated. This is currently being registering in the Export Service replacing the old EX26 form.	
0002	<b>Schedule 2</b>	Management Practices - <i>Approved Arrangement - approval status/conditions</i> - <i>Variations</i> - <i>Amendments</i> - <i>Management Review/Internal Audit</i> - <i>Provision of resources and competent personnel</i> - <i>Verification</i> - <i>Corrective Action</i> - <i>Record Keeping</i>
Select Outcome	Audit Findings:	

<div>○</div>	<p>Organisational structure has been updated since the last audit to reflects on current positions within this company.</p> <p>AA fully approved without conditions, amendments were also reviewed and approved at the audit.</p> <p>Document control has only the QA manager that can make the official change to the document. The methodology describes Manager approvals and distribution, training and recording.</p> <p>The Management review is annually held and covers various aspects incorporating procedures, systems, record, complaints, verifications &amp; quality. These reviews were documented satisfactorily and outcomes based.</p> <p>The Internal audit verification schedule is being maintained, a 12 month cycle covering all aspects of the food processing facility are internally audited.</p> <p>OBS – some amount of open CAR’s and suggestions “Needs reviewing” these need to be closed out and/or reviewed. This will be followed up at the next audit.</p> <p>Training is comprehensive with personal hygiene, food safety, buddy system &amp; competency assessments being in place. The training matrix identifies who is trained in what, refresher training, level of training and competencies.</p> <p>Training policy is in place explaining methodology, scope, objective &amp; procedure this is in process of being updated to improve training procedure.</p> <p>Corrective Action/Non-conforming products, some corrective actions have been issued for domestic products and temperature requirements. This has been followed up and temperature data loggers are being placed in loads to a particular distributor of the products.</p> <p>Another corrective action included wrong labelling and satisfactory controls have been put in place to avoid the wrong label being applied.</p>	
0003	<b>Schedule 2</b>	HACCP plan/s
Select Outcome	Audit Findings:	
<div>○</div>	<p>The Risk Management Plan (RMP), describes the methodology with scope, objectives, procedure, verification and team all in place.</p> <p>OBS - Team required to be updated but has current members also</p> <p>Product description for Head on Gutted (HOG) was reviewed as this is the bulk of the export products, the document covering all aspects of HOG Trout/Salmon satisfactorily.</p> <p>Process flow chart was reviewed, symbolled with description, no CCP’s are in place but has critical QCP’s for incoming temperatures &amp; labelling steps.</p> <p>Hazard analysis includes pre-requisite programs supporting the control methods used in each step of the program, reducing or eliminating the identified hazards.</p> <p>The Hazard analysis correlates with the process flow chart and the GMP/SOP’s used to ensure the safe processing of food.</p>	

	Critical QCP's are contained in the HAT table, including who/when/what/how and persons responsible. Corrective to the QCP's and corrective actions have been documented.	
0004	<b>Schedule 2</b>	Importing Country Requirements - Identification and controls (sourcing, segregation, processing, testing etc.) - Country listing
Select Outcome	Audit Findings:	
NC	<p>Non Conformance issued as not all countries are listed that current exports are occurring.</p> <p>Schedule of products only includes s. 47G(1)(a) , these are the only listed countries however s. 47G(1)(a) are recent countries where exports have occurred.</p> <p>All intended or new destination exports/products should be referenced in the AA and specific requirements documented.</p> <p>MICOR is the main source used to review importing country requirements.</p> <p>No issues with exports have occurred in regards to entry requirements.</p>	
0005	<b>Schedule 3</b>	Structural Requirements - Premises, equipment and vehicles - Cleaning and sanitizing facilities - Amenities - Essential services
Select Outcome	Audit Findings:	
O	<p>Premises has been maintained to an acceptable standard with some minor observations were made on walk through not affecting food safety.</p> <p>OBS – HOG processing had finished however some Salomon gut contents are still on floor at HOG gutting area. QAM stated that there are plans to try and control this.</p> <p>A minor patch of overheads require cleaning HOG area not directly over product.</p> <p>A batch of water was pooling in main process room (VA line area), no products are processed in this area.</p> <p>Ice maker has minor rust stains, not where ice is removed, more to the side of equipment.</p> <p>Amenities observed in clean serviceable condition and waste was reasonably well controlled with exception of HOG gut removal.</p>	

0006	<b>Schedule 4</b>	<p>Operational Hygiene</p> <ul style="list-style-type: none"> <li>- <i>Cleaning</i></li> <li>- <i>Maintenance</i></li> <li>- <i>Pest Control</i></li> <li>- <i>Control of Chemicals and hazardous substances</i></li> <li>- <i>Control of water</i></li> <li>- <i>Prevention of cross-contamination</i></li> <li>- <i>Refrigeration chambers</i></li> <li>- <i>Calibration</i></li> <li>- <i>Control, evaluation and storage of inputs (e.g. packaging, ingredients, inputs)</i></li> <li>- <i>Personal health and hygiene requirements</i></li> </ul>
Select Outcome	Audit Findings:	
○	<p>Cleaning procedure was reviewed, verifications and systems are meeting requirements. Cleaning is contracted to an external company and general cleaning conducted internally as processing occurs.</p> <p>Chemicals are used, stored and used in specific areas by trained personnel.</p> <p>Maintenance controlled under the MEX system with preventative and regular maintenance being conducted on a schedule or as required.</p> <p>Pest control is in place with bait stations serviced by an external contractor, all reports show very minor activity and no signs of pest activity were observed on walk through.</p> <p>Water testing is being monitored fortnightly with no positive results received.</p> <p>Water chemical analysis's are also being done.</p> <p>Prevention of cross-contamination is achieved through hand washing, PPE, Training, waste control was observed and demonstrated. No risk of cross contamination of products, equipment, forklifts or packaging contacting floor.</p> <p>Calibration schedule is in order with records showing calibrations that have been conducted.</p> <p>OBS – Holding freezer was tested at -10oC and actual was -8.2oc – suggested to review as HACCP frozen product states -18oC and the difference is greater than 1 degree with the measurement.</p> <p>Control, evaluation and storage of inputs, ingredients, the only ingredient being Salt is stored off site until required. All inputs are under the approved supplier program. Packaging was stored in an acceptable manner.</p> <p>Approval process has a risk assessment and a classification for corrective actions. Annual questionnaires are sent out to suppliers with evidence of standards being provided.</p>	

0007	<b>Schedule 5</b>	Preparation and Transport - <i>Sourcing/Harvesting</i> - <i>Temperature controls</i> - <i>Process controls (preservation)</i> - <i>Packaging and Identification</i> - <i>Storage, handling and loading</i> - <i>Transport</i> - <i>Evaluation of fitness for human consumption</i>
Select Outcome	Audit Findings:	
C	<p>Refrigeration temperatures are continually monitored, rooms are alarmed if set temperatures deviate from the set point.</p> <p>Approved suppliers for transport and evidence of accreditation sighted, the company uses 2 main transport companies for receipt and dispatch respectively.</p> <p><b>Evaluation of fitness for human consumption</b>, carton checks are in place and detailed for the volumes processed determines the amount of verifications.</p> <p>The assessments were discussed in detail and satisfactory for critical limits, parasites, disease, foreign material and other specifications for the products.</p> <p>Anti-biotics and treatments were also reviewed with farm and Vet control in place ensuring with holding periods are maintained if used.</p>	
0008	<b>Schedule 6</b>	Product Standards - <i>Microbiological sampling and examination</i>
Select Outcome	Audit Findings:	
C	Micro testing for trout & salmon products is being conducted on a schedule, with results were either acceptable levels or not detected.	
0009	<b>Schedule 7</b>	Trade description and official marks - <i>Contents of trade descriptions</i> - <i>Official Marks</i> - <i>Translations</i>
Select Outcome	Audit Findings:	
O	<p>OBS – Packed by - Packed for <span style="color: red;">s. 47G(1)(a)</span> labelling outers/innners, the inner packaging of a domestic product processed off site by another establishment has the words on carton labelling incorrect. The inner packaging was correct, so a minor change to these labels is required.</p> <p>Trade description document was reviewed and has adequate detail.</p>	
0010	<b>Schedule 8</b>	Identification, traceability and transfer - <i>Product identification and traceability</i> - <i>Inventory Control</i> - <i>Transfer Information</i> - <i>Identification and control of product not intended or eligible for export</i>
Select Outcome	Audit Findings:	

O	<p>OBS – Health Cert s. 47G(1)(a) was issued for s. 47G(1)(a) however this product was destined for s. 47G(1)(a) – no mention of “Not fit for human consumption” on the health certificate issued to export goods (FX46-01/24). This is the incorrect export certificate, and an email has been forwarded to NPG &amp; PIAC explaining the situation.</p> <p>It is labelled as s. 47G(1)(a) and “not fit for human consumption” however has been sent on a health certificate and s. 47G(1)(a) used s. 47G(1)(a).</p> <p>Company will need to apply through the Non Prescribed Goods (NPG) program for certifying goods in future.</p> <p>Traceability was conducted on trout label form on site and a mock recall is being conducted more than once annually.</p>	
0011	<b>Schedule 9</b>	<p>Export Documentation</p> <ul style="list-style-type: none"> <li>- Issue of export documentation; export permits/government certificates</li> <li>- Declarations of Compliance</li> </ul>
Select Outcome	Audit Findings:	
C	The RFP's reviewed were accurate with goods exported.	



**Australian Government**  
**Department of Agriculture,  
Fisheries and Forestry**

## Audit checklist

Occupier name	PETUNA PTY LTD	Reg. Est. No.	2249
Est. type	Process	Est. Risk Rating	M
Date of previous audit	17-Jan-2024	Date of Audit	26/03/2025
Previous outcome	Accept	Audit Type	Scheduled

Commodity – Est. type	To be audited	Applicable ICR listing/s	Applicable State requirement/s & or standard/s
Fish		s. 47G(1)(a)	

Work Health & Safety	Comments:
Safety induction/personal protective equipment	Provided by the client
Any WHS issue	No WHS issue

Entry meeting	Start time	Finish time	Exit meeting	Start time	Finish time
	0900				

Entry Meeting Attendee name	Position/organisation	Signature
s. 22(1)(a)(ii)	Department of Agriculture	s. 22(1)(a)(ii)
		.
Exit Meeting Attendee name	Position/organisation	Signature
s. 22(1)(a)(ii)	Auditor	s. 22(1)(a)(ii)

Entry Meeting Attendee name	Position/organisation	Signature
<b>Audit outcome</b>		
<b>New audit frequency:</b> 12 Monthly	<b>New EST rating:</b> Compliant/Acceptable	<b>Next audit due:</b>
<b>Corrective action request (CAR) No. &amp; rating:</b>	<b>Element/issue:</b>	<b>Agreed rectification date/s:</b>

### Audit activity chargeable time

Audit charges	Times:	Total units:
<b>Preparation:</b>	Click here to enter a date. <input checked="" type="checkbox"/> ER <input checked="" type="checkbox"/> Exdoc <input checked="" type="checkbox"/> AMS	½ hr
<b>Audit:</b>		
<b>Finalise audit report &amp; CARs (approx):</b>	Click here to enter a date. <input type="checkbox"/> Update ER & Register <input type="checkbox"/> AMS report <input type="checkbox"/> CARs & due date in calendar <input type="checkbox"/> ELSA (COM) <input type="checkbox"/> Email client final report	
<b>Other (detail):</b>		

The audit report will be finalised and provided to the occupier within 10 business days from date of audit for their acknowledgement. Lead auditor: s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Signature:

Date: 26/03/2025

I, ....., as the occupier/occupiers' representative, acknowledge the audit outcome & understand my responsibility to rectify all noncompliances (if issued) by the agreed date/s. I understand that failure to comply with rectification dates may result in the CAR/s being reissued or escalated.

Est. representative signature:

Date: 26/03/2025





Note - the outcome of the audit of each element as: C = Compliant, NC= Non Compliant, NA= Not Applicable

Element audited	Evidence/finding	Outcome
Previous CARs/ Observations	<p><b>OBS – Need to update product schedule to include all countries where exporting too and particular requirements for those countries.</b></p> <p><b>CAR Issued</b></p>	
<b>S1 Registration (M01)</b>		
<p><b>ER Details:</b> <i>Changes to premise or management or operations</i></p> <p><b>Registration Certificate</b> <i>To be present and displayed</i></p> <p><b>Alternative structural approval</b></p> <p><b>Exemptions</b></p> <p><b>AA approval/conditions</b></p> <p><i>AA approval letter is required for first conditional audit</i></p>	<p>Er details and contacts updated at audit – phone numbers and emails</p> <p>Some change in management control to be updated - Currently registering in the Export Service</p> <p>AA fully approved without conditions</p>	<b>C</b>
<p><b>Approved Arrangement and Organisational structure –</b></p> <p><b>Duty Statements</b></p>	<p>Organisational structure has been updated since the last audit to reflects on current positions</p> <p>Sighted all the organisational structure – upto date</p>	<b>C</b>
<b>Internal Verifications</b>		

Element audited	Evidence/finding	Outcome
<b>Amendments</b> – Review amendments for compliance with standard/s and order/s. Notification to DAWR if change can affect product safety, wholesomeness or importing country requirements	Smokehouse references removed TACCP/VACCP – Verification schedule – added BAP Cleaning operations Updated corrective action procedure for E’coli in water Registers – metals etc Food safety – quality objectives added a corrective action into procedure Tool registers	
<b>Document Control</b> – How are documents controlled to ensure current forms are being used? There is a procedure for amending the approved arrangement?	Only QA manager can make the official change – Approved by management – QAM approval 2.2.1 Amendments – distribution documented	
<b>Management Review</b> – Review procedure Sight last management review AA guideline/meat: The following items should be covered as part of the management review process: <ul style="list-style-type: none"> <li>Results of audits (internal and external)</li> <li>Customer feedback</li> <li>Process performance and product conformance</li> <li>Status of corrective actions</li> <li>Follow-up action from previous management reviews</li> <li>Changes that could affect the approved arrangement</li> <li>Recommendations for improvement</li> <li>Verification of HACCP</li> </ul>	15/4/24 – Annually held Quality - Food safety – non-compliances – listeria management – Customer quality complaints – Temperature complaint (s. 47G(1)(a))	
<b>Internal Audit</b> – The audit schedule covers all elements of the approved arrangement and HACCP Review customer complaints	Verification schedule 12 month cycle covering all aspects of the food processing facility Reviewed packaging – internal CAR raised – not closed out yet HACCP team requires updating – minor CAR’s issued – some wrong SOP Structure Hygiene  OBS – some amount of open CAR’s and suggestions “Needs reviewing” these need to be closed out	

Element audited	Evidence/finding	Outcome
<b>Training</b> – Review training material and methodology Review training records (personal hygiene, CCP monitoring)	Induction checklist – overs personal hygiene <ul style="list-style-type: none"><li>- 3<sup>rd</sup> party employment agency</li><li>- Online induction</li></ul> Personal hygiene – Food safety – cross contamination – dress codes – hand washing – dropped products – ingredients – packaging – break requirements –  Limited staffing start ups – Buddy system is in place Week assessed competencies  Matrix is in place identifying who is competent in what – refresher training is also in place – matrix identified  Training policy is in place explaining methodology – scope objective – procedure  In process of being updated to improve procedure	
<b>Corrective Action/Non-conforming products</b> – Review procedure, CAR register records, verification & CA	Temperature control issues – temp loggers are starting – Only <span style="color: red;">s. 47G(1)(a)</span> and one DC where temperatures are being followed.  Product withdrawal – wrong labelling – (Chilled labelled as frozen) – now limited the labelling gun to only one on plant at a time.  Corrective action register reviewed – all recorded in <span style="color: red;">s. 47G(1)(a)</span> – good info recording documentation – quality – temperature	
<b>Importing country requirements (M13)</b> <i>Identified, documented, controlled &amp; verified</i> <i>Review AA against MICOR requirements.</i>	NC Issued as not all countries are listed that current exports are occurring 19.3 – Schedule of products – EU & China only listed  Obs from last report – to be updated  No issues with exports	<b>NC</b>
<b>Review HACCP plan and flow chart for verification</b>	RMP	<b>C</b>
<b>Latest HACCP plan review/audit</b>	Scope – objectives – procedure – verification – methodology – matrix determines risk/likelihood etc	
<b>HACCP verification and validation activities</b>		
<b>Review CCPs/HACCP audit table</b>		

Element audited	Evidence/finding	Outcome
<b>Review CCPs monitoring records</b> <b>Review corrective action/s for critical limits breaches</b>	<p>Team required to be updated but has current members also</p> <p>Product description – HOG reviewed</p> <ul style="list-style-type: none"> <li>- Good document covering all aspects of Hog salmon satisfactorily</li> </ul> <p>Process flow chart</p> <ul style="list-style-type: none"> <li>- Receival –</li> <li>- HOG line – verified internally in December</li> <li>- 1 – 16 steps – no CCP's</li> <li>- Inco ming tempos – out of spec Hog – Labelling are the critical QCP's</li> </ul> <p>Hazard analysis</p> <ul style="list-style-type: none"> <li>- Pre requisites are listed</li> <li>- Hazards are identified</li> </ul> <p>Control methods are documented in the hazard analysis – generally refers to the Pre-requisites in place (GMP/SOP related)</p> <p>Critical QCP's are contained in the HAT table</p> <p>Reviewed corrective actions</p> <p>Step 1 – 2.5 oC – rapid cooling – auto NC report issued</p> <p>Hazard analysis correlates with steps for processing – HOG salmon</p>	
<b>- Premises, equipment and vehicles</b> <b>- Cleaning and sanitizing facilities</b> <i>Environmental contamination and prevention Such as condensation directly above product/process areas</i> <i>Chemicals must be controlled and labelled</i> <b>- Amenities</b> <b>- Waste</b>	<p>Premises has been maintained to an acceptable standard with some minor observations were made on walk through not affecting food safety.</p> <p>OBS – HOG processing had finished however some Salomon gut contents are still on floor at HOG gutting area. QAM stated that there are plans to try and control this.</p> <p>A minor patch of overheads require cleaning HOG area not directly over product.</p> <p>A batch of water was pooling in main process room (VA line area), no products are processed in this area.</p> <p>Ice maker has minor rust stains, not where ice is removed, more to the side of equipment.</p> <p>Amenities observed in clean serviceable condition and waste was reasonably well controlled with exception of HOG gut removal.</p>	<b>Obs</b>

Element audited	Evidence/finding	Outcome
<b>Cleaning and Control of Chemicals</b> <i>Review procedure</i> <i>Review cleaning schedule</i> <i>Review hygiene verification records (micro testing)</i> <i>Sight chemical MSDS's</i> Maintenance of steriliser temperatures (minimum temperature 82C)	Cleaning procedure was reviewed, verifications, systems are meeting requirements. <ul style="list-style-type: none"> <li>- 13. Management of cleaning</li> <li>- SaniKleen used as a contracted Cleaning firm</li> <li>- Documented program</li> <li>- SPC swabbing is being conducted</li> <li>- All equipment and facilities are documented</li> </ul> Chemicals Documented – stored appropriately Only persons with chemical training can handle chemicals	
<b>Pre Operational Hygiene</b> <i>How is cleaning verified by establishment</i> <i>Review records and CAs</i> Overhead contamination (including condensation) that has the potential to contaminate edible product is removed prior to commencement (or continuation) of operations.	Pre & Post cleaning verifications are in place Fags items - % rated – photo evidence Corrective actions recorded and documented	
<b>- Maintenance</b> <i>Review preventative maintenance program and handover to production regarding post maintenance hygiene</i>	Maintenance controlled under the MEX system, preventative and regular maintenance All recorded in the MEX system for jobs conducted Own maintenance team 9.1 documented procedure -	
<b>- Pest Control</b> <i>Review procedure</i> <i>Review service reports</i> <i>Review CAs</i>	Pest control – 14 – documented <ul style="list-style-type: none"> <li>- s. 47G(1)(a) externally contracted – 6 weekly</li> <li>- 11/11/24 – 24/1/25 – 7/5/24 –</li> </ul> Some very minor activity recorded	
<b>- Control of water</b> <i>Review documented procedure</i> <i>Review water test result, consider additional water testing requirements for specific country listing/s i.e. EU</i> <i>FISH – water potability required for processing only</i> <i>physio chemical analysis records</i>	Water testing Fortnightly <ul style="list-style-type: none"> <li>- No positive results received</li> <li>- E'coli – coliforms – no positive – may – august result reviewed</li> <li>- Water chemical analysis is being completed every 6 months internally – reviewed results</li> </ul>	
<b>- Prevention of cross-contamination</b>	Hand washing – PPE -= Training are all in place No risk of cross contamination of products – forklifts – products or packaging contacting floor	
<b>- Calibration</b> <i>Review procedure</i> <i>Sight calibration records and frequency</i>	Calibrations Schedule is in place 5.8 – procedure documented MAP packer – weights – coolrooms – infra red probes Degree c – 19/11/24 – completed all rooms  OBS – Holding freezer was tested at -10oC and actual was -8.2oc – suggested to review as HACCP frozen product states -18oC and the difference is greater than 1 degree	

Element audited	Evidence/finding	Outcome
- <b>Control, evaluation and storage of inputs, ingredients</b> (e.g. packaging, ingredients, inputs)	Salt stored off site until required All approved under the approved supplier program	
- <b>Personal health and hygiene requirements</b>	Acceptable	
<b>S5 Preparation &amp; Transport</b>		
- <b>Sourcing/Supplier, Approved Supplier</b> <i>(required for processing Est)</i>	7.0 – Approved supplier program  Approval process – risk assessment – classification corrective actions  Failed audits  Failure of service – category criteria  Emergency supplies   Annual questionnaire sent out to suppliers  C of A's are maintained and some evidence of standards	<b>C</b>
- <b>Refrigeration/Temperature Controls</b> <i>Sight record for temperatures of incoming and outgoing product.  Describes storage of products at legislated temperatures, nominated monitoring frequency and how recorded (need to also see record template) (Meat – Hard Frozen, ALL 50C or Colder for Chilled) (Poultry -15) (Fish, Dairy -18) (Table Eggs +15)</i>	Refrigeration temps Cool rooms are alarmed if set temps deviate 5.2 – product control procedures – covers refrigeration – temperatures – objectives Corrective action for deviations in temperature standards are documented.	
- <b>Packaging and Identification</b> <i>Fit for purpose and stored correctly – no source of contamination</i>	Fitness for purpose reviewed with approved suppliers	
- <b>Storage, handling and loading- Transport</b> <i>Meets temperature requirements in general – good manufacturing practices</i>	s. 47G(1)(a) – Approved suppliers for transport and evidence of accreditation sighted ISO etc  s. 47G(1)(a) bring fish in (Tankers)	
- <b>Evaluation of fitness for human consumption</b>	Carton checks are in place This was discussed in detail <ul style="list-style-type: none"><li>- Carton check – pre-production – pack # - weights – disease – pathogens – parasites – damage – foreign material</li></ul> Interim harvest sheet – pen number – name – fish group – starved – treatments – Cage flagged by vet and WHP maintained if required	

Element audited	Evidence/finding	Outcome
<b>Microbiological sampling and examination</b> <i>Includes processes involved, training and staff understanding results, records, verification, CAs</i>	Micro results  E'coli – SPC – s. 47G(1)(a) – s. 47G(1)(a) all sighted and results were either acceptable or not detected	
<b>Trade Description</b> <i>Review SOP</i> <i>Sight label and or packaging carton marks for compliance</i> <i>Are translation requirements compliant with MICOR:</i> <i>Is product name as per ER operations: (Aust. fish name/scientific)</i>	OBS – Packed by- Packed for s. 47G(1)(a) labelling outers/inners  6.1 – trade description reviewed and has good detail  Only suggested to be more specific  Aust Trade name – Scientific  Ingredients  Etc	C
<b>Official Marks</b> <i>Review SOP for Control of official marks</i> <i>Reconcile Official marks/marketing devices/accountable items purchase, secure storage, reconciliation</i>		
<b>S8 Identification, traceability, integrity &amp; transfer (M12)</b>		
<b>RFP/Product traceability</b> <i>Review Controls over product throughout production. Include how establishment trace the product/s, production records, despatch records, receival records, transfer certificates, declaration of compliance</i>  Do all transfer certificates reference the rules , establishment #, temperature requirements, country listing and a declaration stating that all the information given to the consignee for the purposes of complying with this clause is true and complete. <i>Ref: Milk Order, S8, Part3 TransferPage115</i>	OBS – Health Cert s. 47G(1)(a) was issued for s. 47G(1)(a) however this product was destined for s. 47G(1)(a) – no mention of “Not fit for human consumption”  It is labelled as s. 47G(1)(a) however has been sent on a health certificate and s. 47G(1)(a) used s. 47G(1)(a)  s. 47G(1)(a) was reviewed and export docs were accurate with goods exported  Traceability conducted on trout label form photo in store <ul style="list-style-type: none"><li>- HOG summary report reviewed</li><li>- HOG production run – Species – PO Number – lot number – product name -</li></ul> Demonstrated traceability is in place  Mock recall conducted more than once annually	C  OBS



Element audited	Evidence/finding	Outcome
<b>Export Security &amp; Integrity, inventory control</b>  <i>persons who receive/dispatch export eligible product listed in the under management control on the registration certificate (meat only) or nominated in AA manual (dairy, egg, fish)</i> <i>Is export eligible product readily identifiable and segregated from non-eligible product?</i> <i>Can inventory systems verify export eligibility from receipt of raw materials and prescribed goods, storage, processing (if any), load out and export</i> <i>How is export and intended export market requirements maintained?</i> <i>Eg EU or Saudi requirements met throughout</i> <i>How is domestic product handled and not mixed with export product or is all prepared for export and diverted to domestic at end of process</i> <i>Are TC reconciled?</i>		
<b>S9 Export documentation (M12)</b>		
<ul style="list-style-type: none"> <li>- Procedure for generating and validating export documents, if raising RFPs and health certificates</li> <li>- Application for export permit made by occupier, agent or EDI user, exporter declaration of compliance <i>Nominate if Agents will raise on Est behalf and list those agents</i></li> <li>- Is supporting evidence of independent verification of RFP details, prior to lodging with DA, kept</li> </ul>	3 x RFP's reviewed were accurate with goods exported	C
<b>Overall Findings</b>		



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## CORRECTIVE ACTION REQUEST REPORT

**CAR Number:** s. 47G(1)(a)

**Auditor:** s. 22(1)(a)(ii)

**Est/Name:** PETUNA PTY LTD

**Est No:** 2249

**CAR Date:** 31/03/2025

**Activity:** s. 47G(1)(a)- Importing country requirements

**Sub-Elements:** Identification and controls

**Legislative Reference:** AA - Section 19.3 Schedule of Products

**Findings:** Failure to document Importing country requirements or countries where exports have/are occurring.

**Evidence:** Section 19.3 of the Approved Arrangement not updated since last audits findings.

**ISTCA Due Date:**

**ISTCA Completed Date:**

**Immediate/Short Term Corrective Action/Action Taken:**

**Verification of Implementation/Close Out:**

**Long Term Preventative Measures Due Date:** 18/04/2025

**Long Term/Preventative Measures:**

**Verification of Implementation/Close Out:**

**CAR Number:** s. 47G(1)(a)

**Company Representative:** s. 22(1)(a)(ii)

I agree/disagree with this CAR.

**Signature:**

**Issue Date:** 31/03/2025

**Auditor:** s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

**Signature:**

**Issue Date:** 31/03/2025



## AUDIT REPORT

**Est/Name:** HUON AQUACULTURE COMPANY PTY LTD

**Est No:** 5330

**Audit Type:** Announced Fish Audits

**Report Status:** FINAL AUDIT REPORT

**Audit Period From:** 15/08/2024

**To:** 28/01/2025

### Audit Criteria:

Export Control Act.

Export Control (Fish and Fish Products) Rules.

Est. Approved Arrangement as documented to demonstrate compliance with legislation and Importing Country Requirements.

### Audit Scope:

HACCP plan/s - HACCP plan/s

Importing Country Requirements - Country listing

Management Practices - Management Practices

Operational Hygiene - Operational Hygiene

Preparation and Transport - Preparation and Transport

Product Standards - Microbiological sampling and examination

Registration - Registration

Structural Requirements - Structural Requirements

Identification, Traceability and Transfer - Transfer information

**Overall Audit Outcome:** Acceptable

**Est Rating:** Acceptable

### Audit Conclusion:

The audit was satisfactorily completed. At the time of the audit, the establishment was found to be compliant with the EXPORT CONTROL ACT and the applicable Export Control Rules, the approved arrangement and applicable importing country requirements but for the non-compliances indicated and issued as CARs.

The audit of establishment #5330, was conducted on 28/01/2025. The scope of the audit included: the activities listed above, a review of previous CARs and observations. A physical inspection was conducted of the establishment to confirm structure and hygiene.

This establishment processes various **s. 47G(1)(a)** products for export and domestic markets.

The establishment was processing **s. 47G(1)(a)** for the export/domestic markets at the time of audit.

The 6 month audit checklist was used during this review only covering 1/2 the Approved Arrangement & export elements for quarters. Traceability & Trade description to be reviewed at the next audit.

The establishment is compliant and is now assigned a rating of Acceptable. The next audit is due in 6 months.

One Corrective Action requests (CAR) was raised at audit.

It is advised that an internal Corrective action request be raised for each CAR so that the following information is addressed and provided to the Department in order to close the CAR:

1. How the establishment investigated the issue and determined the root cause



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2. The actions taken to prevent reoccurrence, ie. what changes were made to the system
3. The actions taken to verify that these changes have been effective

**New CARs:**

DFE-007–Operation hygiene, NMNC-2502-0001, 28/02/2025

**Overdue CARs:**

**CARs Not Closed But Not Yet Due:**

DFE-007–Operation hygiene, NMNC-2502-0001, 28/02/2025

**Audit Observations and Comments:**

0001: Registration

Compliance

Establishment Registration details reviewed and there have been some updates that are in the process of being updated.

Discussed some cut codes that may not be needed, Trout is no longer being processed or farmed by this establishment.

Some new management includes s. 22(1)(a)(ii), Process/Production manager & a new CEO s. 22(1)(a)(ii)

s. 22(1)(a)(ii) are additions since the last audit.

No change to current registered operations.

0002: Management Practices

Compliance

Organisational structure is kept live on the system so movements/updates are easily adjusted. Management and staff are all identified with job descriptions in place for management and staff.

Some minor amendments have been made since the last audit, no major changes presented for audit.

Corrective Action/Non-conforming products, no food safety complaints have been received since the last audit, some quality issues for s. 47G(1)(a) have been received. Company actions through raising a non-conformance, investigations, feedback and corrective/preventative measures put in place. Acceptable documentation presented.

Nil exports have had complaints.

0003: HACCP plan/s

Observation

HOG was reviewed as part of the audit and is the main product processed at this facility.

Scope – product descriptions – flow charts – site map – SOP's – control procedures – inputs – risk assessments – movements – are all included in the methodology for the RMP.

Risk determination is through the risk matrix and aligns with the risk management plan.

HACCP tables includes Monitoring & Corrective actions.

CCP receivals are completed for all fish received daily, records conforming fish are being received at the correct temperature levels is being achieved.

OBS - An Observation was made for 1 x receival where fish were slightly over the critical limit for receival, corrective action was taken but not recorded when following up.

Written record of actions taken in this instance is necessary and follow up on actual temperatures when they are reduced or processed.

CCP for hot smoke was reviewed products are achieving >65oC for 10mins minimum. Records are demonstrating that this is well under control.



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0005: Structural Requirements

Non Compliance

The entire site was inspected on the day of the audit with an overall satisfactory outcome, **s. 47G(1)(a)**  
**s. 47G(1)(a)**

Maintenance, hygiene, product control, amenities, surrounds, chemicals, waste control, personal hygiene, product handling/loading/storage, packaging, ingredients, water supply & receipt were all sighted as acceptable with exception of the below listed and issued as a minor non-conformance.

**s. 47G(1)(a)**

**s. 47G(1)(a)**

**s. 47G(1)(a)**

## **s. 47G(1)(a)**

0006: Operational Hygiene

Compliance

The Site has a cleaning team that performs cleaning after the last shift finishes production. Management/QA have a weekly hygiene meeting providing feedback on issues and swabbing activities. Micro Trends were presented showing that cleaning is being conducted effectively with the overall the results being acceptable. No Listeria has been detected in the High risk areas, corrective actions were discussed.

Chemical lists, Chemical alerts, SDS sheets, cleaning /sanitising chemicals discussed with all approvals on hand and filed.

Maintenance, coving has been recognised, with a MEX system in place. Overall site has been maintained to an acceptable standard.

Calibration scheduled and a documented program is in place through a combination of Internal/external verifications being completed. All calibrations sighted were up to date.

Personal hygiene, staff were all attired correctly and showed awareness to the personal hygiene controls. Training includes, Inductions & annually re-freshed, documented evidence was available.

0007: Preparation and Transport

Compliance

Refrigeration controls and temperature records reviewed with system showing all rooms live. Observed current temperatures at the current time, with all running at the required temperatures.

All cool rooms were running at the correct temps during walk through and in an organised condition.

Packaging all suppliers are approved, risk rated with evidence. All C of A's are received upon receipt.

Packaging and ingredients were stored correctly and are all traceable.

**s. 47G(1)(a)**

issued.

CAR

Waste control, Frames, Trimmings go to pet food off site. General waste skip binned and removed.

**Auditors, Observers and Audit Participants:**

Position	Name
Lead Auditor	<b>s. 22(1)(a)(ii)</b>
Auditor	
Department of Agriculture Lead Auditor:	<b>s. 22(1)(a)(ii)</b>



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**Department of Agriculture**

s. 22(1)(a)(ii)

Designation: Food Safety Auditor

Signature:

Date: 04/02/2024

**Department of Agriculture Auditor: s. 22(1)(a)(ii)**

Designation: Food safety Auditor

Signature:

Date:

**Company Representative: s. 22(1)(a)(ii)**

I acknowledge receipt of this report and understand the CARs. I agree to provide rectification by the dates specified in the CAR reports.

s. 22(1)(a)(ii)

Designation: Quality Management

Signature:

Date: 6/2/25



**Australian Government**  
**Department of Agriculture**

# Fish Program Fish Checklist AUDIT CHECKLIST

Est/Name: 5330 - HUON AQUACULTURE COMPANY PTY LTD

Audit Ref: FAAUD-2501-0007

Lead Auditor: FISH-FSA-s. 22(1)(a)(iii)

Audit Date: 15/08/2024 to 28/01/2025

Question No	AUDIT FINDINGS	
Outcome	Reference	Question  <i>Auditor Guidance</i>
NR Not Rated NC Non Compliance C Compliance O Operational CNC Critical Non Compliance		

0001	<b>Schedule 1</b>	Registration - <i>Certificate of Registration</i> - <i>Registered Operations</i> - <i>Exemptions</i> - <i>Alternative structural arrangements and approval</i>
Select Outcome	Audit Findings:	
C	Establishment Registration details reviewed and there have been some updates that are in the process of being updated. Discussed some cut codes that may not be needed, s. 47G(1)(a) is no longer being processed or farmed by this establishment. Some new management includes s. 22(1)(a)(ii) , Process/Production manager & a new CEO s. 22(1)(a)(ii) are additions since the last audit. No change to current registered operations.	
0002	<b>Schedule 2</b>	Management Practices - <i>Approved Arrangement - approval status/conditions</i> - <i>Variations</i> - <i>Amendments</i> - <i>Management Review/Internal Audit</i> - <i>Provision of resources and competent personnel</i> - <i>Verification</i> - <i>Corrective Action</i> - <i>Record Keeping</i>
Select Outcome	Audit Findings:	

C	<p>Organisational structure is kept live on the system so movements/updates are easily adjusted. Management and staff are all identified with job descriptions in place for management and staff.</p> <p>Some minor amendments have been made since the last audit, no major changes presented for audit.</p> <p>Corrective Action/Non-conforming products, no food safety complaints have been received since the last audit, some quality issues for <b>s. 47G(1)(a)</b> have been received. Company actions through raising a non-conformance, investigations, feedback and corrective/preventative measures put in place. Acceptable documentation presented.</p> <p>Nil exports have had complaints.</p>	
0003	<b>Schedule 2</b>	HACCP plan/s
Select Outcome	Audit Findings:	
O	<p><b>s. 47G(1)(a)</b> was reviewed as part of the audit and is the main product processed at this facility.</p> <p>Scope – product descriptions – flow charts – site map – SOP's – control procedures – inputs – risk assessments – movements – are all included in the methodology for the RMP.</p> <p>Risk determination is through the risk matrix and aligns with the risk management plan.</p> <p>HACCP tables includes Monitoring &amp; Corrective actions.</p> <p>CCP receivals are completed for all fish received daily, records conforming fish are being received at the correct temperature levels is being achieved.</p> <p>OBS - <b>s. 47G(1)(a)</b></p> <p>Written record of actions taken in this instance is necessary and follow up on actual temperatures when they are reduced or processed.</p> <p>CCP for hot smoke was reviewed products are achieving &gt;65oC for 10mins minimum. Records are demonstrating that this is well under control.</p>	
0004	<b>Schedule 2</b>	<p>Importing Country Requirements</p> <ul style="list-style-type: none"> <li>- Identification and controls (sourcing, segregation, processing, testing etc.)</li> <li>- Country listing</li> </ul>
Select Outcome	Audit Findings:	
NR		



0005	<b>Schedule 3</b>	Structural Requirements <i>- Premises, equipment and vehicles</i> <i>- Cleaning and sanitizing facilities</i> <i>- Amenities</i> <i>- Essential services</i>
Select Outcome	Audit Findings:	
NC	<p>The entire site was inspected on the day of the audit with an overall satisfactory outcome, the site has major plans for upgrading its HOG &amp; Filleting operations that was also presented as part of the review.</p> <p>Maintenance, hygiene, product control, amenities, surrounds, chemicals, waste control, personal hygiene, product handling/loading/storage, packaging, ingredients, water supply &amp; receipt were all sighted as acceptable with exception of the below listed and issued as a minor non-conformance.</p> <ul style="list-style-type: none"> <li>- s. 47G(1)(a)</li> <li>- s. 47G(1)(a)</li> <li>- s. 47G(1)(a)</li> </ul> <p>s. 47G(1)(a)</p>	
0006	<b>Schedule 4</b>	Operational Hygiene <i>- Cleaning</i> <i>- Maintenance</i> <i>- Pest Control</i> <i>- Control of Chemicals and hazardous substances</i> <i>- Control of water</i> <i>- Prevention of cross-contamination</i> <i>- Refrigeration chambers</i> <i>- Calibration</i> <i>- Control, evaluation and storage of inputs (e.g. packaging, ingredients, inputs)</i> <i>- Personal health and hygiene requirements</i>
Select Outcome	Audit Findings:	

C	<p>The Site has a cleaning team that performs cleaning after the last shift finishes production.</p> <p>Management/QA have a weekly hygiene meeting providing feedback on issues and swabbing activities.</p> <p>Micro Trends were presented showing that cleaning is being conducted effectively with the overall the results being acceptable. No Listeria has been detected in the High risk areas, corrective actions were discussed.</p> <p>Chemical lists, Chemical alerts, SDS sheets, cleaning /sanitising chemicals discussed with all approvals on hand and filed.</p> <p>Maintenance, coving has been recognised, with a MEX system in place. Overall site has been maintained to an acceptable standard.</p> <p>Calibration scheduled and a documented program is in place through a combination of Internal/external verifications being completed. All calibrations sighted were up to date.</p> <p>Personal hygiene, staff were all attired correctly and showed awareness to the personal hygiene controls. Training includes, Inductions &amp; annually re-freshed, documented evidence was available.</p>	
0007	<b>Schedule 5</b>	Preparation and Transport - <i>Sourcing/Harvesting</i> - <i>Temperature controls</i> - <i>Process controls (preservation)</i> - <i>Packaging and Identification</i> - <i>Storage, handling and loading</i> - <i>Transport</i> - <i>Evaluation of fitness for human consumption</i>
Select Outcome	Audit Findings:	
C	<p>Refrigeration controls and temperature records reviewed with system showing all rooms live. Observed current temperatures at the current time, with all running at the required temperatures.</p> <p>All cool rooms were running at the correct temps during walk through and in an organised condition.</p> <p>Packaging all suppliers are approved, risk rated with evidence. All C of A's are received upon receipt. Packaging and ingredients were stored correctly and are all traceable.</p> <p>Loadout bay had s. 47G(1)(a) CAR issued.</p> <p>Waste control, Frames, Trimmings go to pet food off site. General waste skip binned and removed.</p>	
0008	<b>Schedule 6</b>	Product Standards - <i>Microbiological sampling and examination</i>
Select Outcome	Audit Findings:	

NR		
0009	<b>Schedule 7</b>	Trade description and official marks - <i>Contents of trade descriptions</i> - <i>Official Marks</i> - <i>Translations</i>
Select Outcome	Audit Findings:	
NR		
0010	<b>Schedule 8</b>	Identification, traceability and transfer - <i>Product identification and traceability</i> - <i>Inventory Control</i> - <i>Transfer Information</i> - <i>Identification and control of product not intended or eligible for export</i>
Select Outcome	Audit Findings:	
NR		
0011	<b>Schedule 9</b>	Export Documentation - <i>Issue of export documentation; export permits/government certificates</i> - <i>Declarations of Compliance</i>
Select Outcome	Audit Findings:	
NR		

# MAIN SYSTEM

## ESTABLISHMENT REPORT As At: 2025-01-21

Estab Number: <b>5330</b>	Estab Function: EXPORT	Estab Status: <b>REGIS</b>
Estab Type: PROCESS	Last Amendment: 2024-05-07	Vessel:
Last Phys Review: 2024-08-15	Last Admin Review:	Port:
Estab Tier:	Open/Closed: Open	

Occupier Name: **HUON AQUACULTURE COMPANY PTY LTD**

Estab Address: 7218 BASS HIGHWAY

City: EAST SASSAFRAS

Phone: 03 64220200

Mobile: **s. 22(1)(a)(ii)**

State: TAS Postcode: 7307

Fax: **s. 22(1)(a)(ii)**

Email: qapmc@huonaqua.com.au

Contacts: ATM	AUDIT & ASSURANCE, BRANCH	(1800) 900 090
VO	AUDIT & ASSURANCE, BRANCH	(1800) 900 090
FSMA	AUDIT & ASSURANCE, BRANCH	(1800) 900 090

Business Address: 7218 BASS HIGHWAY

City: EAST SASSAFRAS

Phone: **s. 22(1)(a)(ii)**

Mobile: **s. 22(1)(a)(ii)**

State: TAS Postcode: 7307

Fax: **s. 22(1)(a)(ii)**

Email: export@huonaqua.com.au

Anniversary Date: 19 2 Approved Program: Y

Account No: COM080585 Account Loc: 3120

CO File:

RO File:

Estab Rating:

Group:

Area: A7

ABN:

ACN:

Charge Cat: SFR611

Remarks:

Endorsement:

Approved Arrangement: YES

Registered Operations: ( ★ = QA and Active, ✓ = Active and NOT QA, ✖ = Suspended Operation )

- |                                                   |                                 |
|---------------------------------------------------|---------------------------------|
| ★ Producing fish products under appvd arrangement | ★ Producing fish cooked         |
| ★ Processing fish                                 | ★ Packing fish                  |
| ★ Chilling fish                                   | ★ Freezing fish                 |
| ★ Storing fish commodity chilled                  | ★ Storing fish commodity frozen |
| ★ Fish doco bony fishes                           |                                 |

Overseas Operations: ( ✖ = Suspended Overseas Operation )

China - Fish - Processing

EU - fish land based

UK - Fish Land Based

Food Processing Authorities: ( ★ = QA and Active, ✓ = Active and NOT QA, ✖ = Suspended Operation )

- |        |    |                                                                           |
|--------|----|---------------------------------------------------------------------------|
| ★ Fish | EU | FC1445 - Atlantic salmon - flavoured - cold smoked, Chilled               |
| ★      | EU | FF1525 - Atlantic salmon, Frozen                                          |
| ★      | EU | FF1156 - Atlantic salmon - cured, Frozen                                  |
| ★      | EU | FF0096 - Atlantic salmon - fillets, Frozen                                |
| ★      | EU | FC0096 - Atlantic salmon - fillets, Chilled                               |
| ★      | EU | FF0841 - Atlantic salmon - fillets - cold smoked, Frozen                  |
| ★      |    | FC0813 - Atlantic salmon - fillets - cold smoked, Chilled                 |
| ★      | EU | FC1539 - Atlantic salmon - fillets - cold smoked - vacuum packed, Chilled |
| ★      | EU | FF1840 - Atlantic salmon - fillets - cooked, Frozen                       |
| ★      | EU | FF1056 - Atlantic salmon - fillets - cured, Frozen                        |
| ★      | EU | FF0850 - Atlantic salmon - fillets - gravlax - cured, Frozen              |
| ★      | EU | FC1005 - Atlantic salmon - fillets - gravlax - cured, Chilled             |
| ★      | EU | FF0845 - Atlantic salmon - fillets - hot smoked, Frozen                   |
| ★      | EU | FC0818 - Atlantic salmon - fillets - hot smoked, Chilled                  |
| ★      | EU | FF1714 - Atlantic salmon - flavoured - cold smoked, Frozen                |
| ★      | EU | FC1545 - Atlantic salmon - flavoured - hot smoked, Chilled                |

Estab Number: <b>5330</b>	Estab Function: <b>EXPORT</b>	Estab Status: <b>REGIS</b>
Estab Type: <b>PROCESS</b>	Last Amendment: <b>2024-05-07</b>	Vessel:
Last Phys Review: <b>2024-08-15</b>	Last Admin Review:	Port:
Estab Tier:		

Occupier Name: **HUON AQUACULTURE COMPANY PTY LTD**

Silo / Block Numbers: ( \* = Suspended Silo / Block Number )

Food Processing Authorities: ( \* = QA and Active, ✓ = Active and NOT QA, \* = Suspended Operation )

★	EU	FF1719 - Atlantic salmon - gutted, Frozen
★	EU	FC1449 - Atlantic salmon - gutted, Chilled
★	EU	FF0095 - Atlantic salmon - head off, gilled and gutted, Frozen
★		FF0895 - Atlantic salmon - heads, Frozen
★		FC0855 - Atlantic salmon - heads, Chilled
★		FF0898 - Atlantic salmon - mince, Frozen
★	EU	FF0892 - Atlantic salmon - portions, Frozen
★	EU	FC0848 - Atlantic salmon - portions, Chilled
★	EU	FF0843 - Atlantic salmon - portions - cold smoked, Frozen
★	EU	FC0816 - Atlantic salmon - portions - cold smoked, Chilled
★	EU	FF0844 - Atlantic salmon - portions - hot smoked, Frozen
★	EU	FC0817 - Atlantic salmon - portions - hot smoked, Chilled
★	EU	FF0616 - Atlantic salmon - skin off fillets, Frozen
★	EU	FC0737 - Atlantic salmon - skin off fillets, Chilled
★	EU	FF0840 - Atlantic salmon - skin off fillets - cold smoked, Frozen
★	EU	FC1479 - Atlantic salmon - skin off fillets - cold smoked, Chilled
★	EU	FF1679 - Atlantic salmon - skin off fillets - hot smoked, Frozen
★	EU	FC1428 - Atlantic salmon - skin off fillets - hot smoked, Chilled
★	EU	FF0617 - Atlantic salmon - skin on fillets, Frozen
★	EU	FC0738 - Atlantic salmon - skin on fillets, Chilled
★	EU	FF1678 - Atlantic salmon - skin on fillets - hot smoked, Frozen
★	EU	FC1427 - Atlantic salmon - skin on fillets - hot smoked, Chilled
★	EU	FC0849 - Atlantic salmon - skin on portions, Chilled
★		FF0853 - Atlantic salmon - skins, Frozen
★		FC0821 - Atlantic salmon - trim, Chilled
★		FC0815 - Atlantic salmon - trim - cold smoked, Chilled
★	EU	FF1043 - Atlantic salmon - trim - hot smoked, Frozen
★		FC0962 - Atlantic salmon - trim - hot smoked, Chilled
★		FF1067 - Atlantic salmon caviar, Frozen
★		FC0851 - Atlantic salmon caviar, Chilled
★	EU	FF1489 - Trout, Frozen
★	EU	FC0924 - Trout, Chilled
★	EU	FF1114 - Trout - cold smoked, Frozen
★	EU	FC1002 - Trout - cold smoked, Chilled
★	EU	FC0854 - Trout - cooked, Chilled
★	EU	FF0854 - Trout - fillets, Frozen
★	EU	FC0827 - Trout - fillets, Chilled
★	EU	FC1537 - Trout - fillets - cold smoked - vacuum packed, Chilled
★	EU	FF0859 - Trout - fillets - hot smoked, Frozen
★	EU	FC1148 - Trout - fillets - hot smoked, Chilled
★	EU	FC0845 - Trout - flavoured - cooked, Chilled
★	EU	FF1720 - Trout - gutted, Frozen
★	EU	FC1450 - Trout - gutted, Chilled
★	EU	FF1115 - Trout - hot smoked, Frozen
★	EU	FC0828 - Trout - portions, Chilled
★	EU	FF0879 - Trout - portions - cold smoked, Frozen
★	EU	FC1124 - Trout - portions - cold smoked - vacuum packed, Chilled
★	EU	FC0837 - Trout - portions - hot smoked, Chilled
★	EU	FF0620 - Trout - skin off fillets, Frozen
★	EU	FC0746 - Trout - skin off fillets, Chilled
★	EU	FF0757 - Trout - skin off fillets - cold smoked, Frozen
★	EU	FC1430 - Trout - skin off fillets - hot smoked, Chilled
★	EU	FF0621 - Trout - skin on fillets, Frozen



Etab Number: 5330	Etab Function: EXPORT	Etab Status: REGIS
Etab Type: PROCESS	Last Amendment: 2024-05-07	Vessel:
Last Phys Review: 2024-08-15	Last Admin Review:	Port:
Etab Tier:		

Occupier Name: HUON AQUACULTURE COMPANY PTY LTD

Silo / Block Numbers: ( \* = Suspended Silo / Block Number )

Food Processing Authorities: ( \* = QA and Active, ✓ = Active and NOT QA, \* = Suspended Operation )

★	EU	FC0747 - Trout - skin on fillets, Chilled
★	EU	FF0758 - Trout - skin on fillets - cold smoked, Frozen
★	EU	FC1429 - Trout - skin on fillets - hot smoked, Chilled
★	EU	FC0829 - Trout - trim, Chilled
★		FF1887 - Trout - trim - hot smoked, Frozen
★		FC1158 - Trout roe, Chilled

Persons Who Manage and Control:

Surname:

Given Names:

Position:

s. 22(1)(a)(ii)

Agent  
Agent  
Agent  
Agent  
Agent  
Agent  
Agent  
Agent  
Agent  
Agent  
Agent  
Agent  
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Operational Management  
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Oper M'tment & Auth Sig  
Oper M'tment & Auth Sig  
Oper M'tment & Auth Sig  
Oper M'tment & Auth Sig  
Oper M'tment & Auth Sig  
Quality Management  
Quality Management  
Market M'tment & Auth Sig

End of Listing

estab.qrp



**Australian Government**  
**Department of Agriculture,  
Fisheries and Forestry**

## Audit checklist

Occupier name	Huon Aquaculture	Reg. Est. No.	5330
Est. type	Processing	Est. Risk Rating	H
Date of previous audit	15-Aug-2024	Date of Audit	28/1/2025
Previous outcome	Acceptable	Audit Type	Scheduled

Commodity – Est. type	To be audited	Applicable ICR listing/s	Applicable State requirement/s & or standard/s
Fish		s. 47G(1)(a)	

Work Health & Safety	Comments:
Safety induction/personal protective equipment	Provided by the client
Any WHS issue	No WHS issue

Entry meeting	Start time	Finish time	Exit meeting	Start time	Finish time
	0930				1400

(1430 - Lunch)

Entry Meeting Attendee name	Position/organisation	Signature
s. 22(1)(a)(ii)	Department of Agriculture	s. 22(1)(a)(ii)
s. 22(1)(a)(ii)		
X s. 22(1)(a)(ii)	Quality Assurance Manager - TAS	s. 22(1)(a)(ii)
Exit Meeting Attendee name	Position/organisation	Signature
s. 22(1)(a)(ii)	Auditor	s. 22(1)(a)(ii)
s. 22(1)(a)(ii)		
X s. 22(1)(a)(ii)	Quality Assurance Manager - TAS	s. 22(1)(a)(ii)



Entry Meeting Attendee name	Position/organisation	Signature
<b>Audit outcome</b>		
<b>New audit frequency:</b> 12 Monthly	<b>New EST rating:</b> Compliant/Acceptable	<b>Next audit due:</b>
<b>Corrective action request (CAR) No. &amp; rating:</b>	<b>Element/issue:</b>	<b>Agreed rectification date/s:</b>
1 MN	Cleaning Maint.	28/02/2025.

**Audit activity chargeable time**

Audit charges	Times:	Total units:
<b>Preparation:</b>	Click here to enter a date. <input checked="" type="checkbox"/> ER <input type="checkbox"/> Exdoc – unable to gain access <input checked="" type="checkbox"/> AMS	½ hr
<b>Audit:</b>		
<b>Finalise audit report &amp; CARs (approx):</b>	Click here to enter a date. <input type="checkbox"/> Update ER & Register <input type="checkbox"/> AMS report <input type="checkbox"/> CARs & due date in calendar <input type="checkbox"/> ELSA (COM) <input type="checkbox"/> Email client final report	
<b>Other (detail):</b>		

The audit report will be finalised and provided to the occupier within 10 business days from date of audit for their acknowledgement. Lead auditor: s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

Signature:

Date: 28/1/2025

s. 22(1)(a)(ii)  
I, ..., as the occupier/occupiers' representative, acknowledge the audit outcome & understand my responsibility to rectify all noncompliances (if issued) by the agreed date/s. I understand that failure to comply with rectification dates may result in the CAR/s being reissued or escalated.

s. 22(1)(a)(ii)

Est. representative signature:

Date: 28/1/2025



**Audit scope:** tick to indicate planned then actual scope of audit. Preprinted ticks indicate mandatory elements (each audit).  
Audit of the Hazard analysis critical control point (HACCP) plan is mandatory where critical control points (CCPs) are identified.  
Record supporting evidence and outcomes of each element audited on Audit evidence/findings page (4).

X	Previous/outstanding corrective action requests (CARs)			
<b>S1</b>	<b>Registration (M01)</b>	<b>S4</b>	<b>Operational hygiene</b>	<b>S8</b>
✓	Registration certificate	2 <sup>nd</sup>	Maintenance of structure & equipment (M11)	<b>Identification, traceability, integrity &amp; transfer (M12)</b>
✓	ER details	2 <sup>nd</sup>	Cleaning - sanitation (M04)	
	AA approval/conditions	2 <sup>nd</sup>	Cleaning - vehicles/container systems (M04)	
	Alternative structural approval	2 <sup>nd</sup>	Cleaning - environmental contamination (M04)	
	Changes to premise or management	2 <sup>nd</sup>		Product traceability – sourcing, processing, storage
	Exemptions	3 <sup>rd</sup>	Pest control (M07)	Other foods, animal food, & nonexport eligible products
<b>S2</b>	<b>Management practices (M01)</b>			
	Amendments	2 <sup>nd</sup>	Control of chemicals & hazardous substances (M06)	
4 <sup>th</sup>	Document control	3 <sup>rd</sup>	Pre-operational hygiene (M03)	
4 <sup>th</sup>	Company organisational structure	1 <sup>st</sup>	Calibration (M01)	Information received & provided at transfer / intercompany transfer Declarations: <u>dairy, egg, fish</u> : occupier or person nominated in AA <u>meat</u> : in management & control
1 <sup>st</sup>	Non-conforming product	3 <sup>rd</sup>	Processing inputs (M08)	
✓	Corrective action	2 <sup>nd</sup>	Personal hygiene (M05)	
4 <sup>th</sup>	Training processes	4 <sup>th</sup>	Water testing (M08)	
<b>S2</b>	<b>Specific Importing Country Requirements (M13)</b>	<b>S5</b>	<b>Preparation &amp; transport</b>	<b>S9</b>
3 <sup>rd</sup>	Identified, documented, controlled & verified	3 <sup>rd</sup>	Supplier/sourcing controls (M10) – Approved suppliers	<b>Export documentation (M12)</b>
<b>S2</b>	<b>HACCP (M02)</b>	1 <sup>st</sup>	Refrigeration/Temperature controls (M09)	
1 <sup>st</sup>	Process controls observed	2 <sup>nd</sup>	Packaging	Application for export permit made by occupier, agent or EDI user
1 <sup>st</sup>	HACCP review & verification HACCP team Product description/s Description of flow process Potential hazards identified Effective controls in place Controls to ensure importing country requirements are met CCPs identified, effectively monitored, documented, include appropriate CA Persons monitoring CCPs trained & action to be taken when CCP not met HACCP Plan verified & re-validated Validation of CCPs	2 <sup>nd</sup>	Storage, handling & loading	
		3 <sup>rd</sup>	Evaluation of fitness for human consumption	Exporter declaration of compliance
		2 <sup>nd</sup>	Manufacturing grade, not for export, animal food WASTE CONTROL	
		<b>S6</b>	<b>Product standards (M12)</b>	Procedure in place to ensure the accuracy of export documentation
		4 <sup>th</sup>	Methods of sampling & examination	
		<b>S7</b>	<b>Trade description (M12)</b>	Other
		3 <sup>rd</sup>	Aust. fish name/scientific Ingredients listing/compositional claims Identification of occupier, exporter, repacker Primary & secondary packaging Translations Official marks Alterations	
<b>S3</b>	<b>Structural requirements &amp; equipment – general (M11)</b>			Accountable items
2 <sup>nd</sup>	Surrounds, premise, equipment, vehicles, waste storage cleaning/sanitising facilities amenities, essential service			
				Export Security - integrity
				Non export good Program

s. 47G(1)(a)


- Propped Rd

**Audit evidence/Additional Notes:** Detail the element/s audited with reference to the numbering/titles in the audit scope. Include sufficient details to identify evidence viewed – i.e. record dates, test certificate numbers.



<b>Exporter</b> HUON AQUACULTURE COMPANY PTY LTD HIDEAWAY BAY DOVER TAS 7117 AUSTRALIA		<b>COPY ONLY</b>   <b>Australian Government</b> Export Control Act <b>CERTIFICATE AS TO CONDITION</b>		
<b>Consignee</b> s. 47(1)(b),s. 47G(1)(a)				
<b>Vessel/Aircraft</b> s. 47(1)(b),s. 47G(1)(a)				
<b>Port of loading</b> MELBOURNE	<b>Date of departure</b> s. 47(1)(b),s. 47G(1)(a)	<b>Country of origin (if not Australia)</b> AUSTRALIA		
<b>Port of discharge</b> s. 47(1)(b),s. 47G(1)(a)	<b>Final destination</b> s. 47(1)(b),s. 47G(1)(a)	<b>Country of final destination</b> s. 47(1)(b),s. 47G(1)(a)		
<b>Container No./Seal No.</b>				
<b>Shipping marks &amp; numbers</b> s. 47(1)(b),s. 47G(1)(a)	<b>No. and kind of packages (include declared net weight or count)</b> s. 47(1)(b),s. 47G(1)(a) CARTONS	<b>Description of goods</b> AQUACULTURE CHILLED ATLANTIC SALMON - s. 47(1)(b),s. 47G(1)(a) PROCESSED AT ESTAB 5330 ON 23-DEC-2024	<b>Imperial weight</b> s. 47(1)(b),s. 47G(1)(a)	<b>Total net contents (state unit)</b> s. 47(1)(b),s. 47G(1)(a)
The fish &/or fishery products listed above have been prepared using HACCP to control food safety hazards & are considered by AQIS to be processed in accordance with the requirements of United States Food & Drug Administration Regulations 21 CFR Part 123				
				
I hereby certify that to the best of my knowledge the conditions or restrictions applicable under the particular inspection system prescribed under the Export Control Act have been complied with in respect of the prescribed goods described above, being goods that are: 1. In sound condition 2. Fit for human consumption 3. Of Australian origin  s. 22(1)(a)(ii)			<b>Official Seal</b>  s. 22(1)(a)(ii)	
Signature and printed name of authorised officer			Date 23RD DAY OF DECEMBER 2024	

<b>Exporter</b> HUON AQUACULTURE COMPANY PTY LTD HIDEAWAY BAY DOVER TAS 7117 AUSTRALIA		<b>COPY ONLY</b>   <b>Australian Government</b> Export Control Act <b>CERTIFICATE AS TO CONDITION</b>		
<b>Consignee</b> s. 47(1)(b),s. 47G(1)(a)				
<b>Vessel/Aircraft</b> SQ238				
<b>Port of loading</b> s. 47(1)(b),s. 47G(1)(a)	<b>Date of departure</b> s. 47(1)(b),s. 47G(1)(a)	<b>Country of origin</b> AUSTRALIA		
<b>Port of discharge</b> s. 47(1)(b),s. 47G(1)(a)	<b>Final destination</b> s. 47(1)(b),s. 47G(1)(a)	<b>Country of final destination</b> s. 47(1)(b),s. 47G(1)(a)		
<b>Container No./Seal No.</b>				
<b>Shipping marks &amp; numbers</b> s. 47(1)(b),s. 47G(1)(a)	<b>No. and kind of packages (include declared net weight or count)</b> s. 47(1)(b) CARTONS	<b>Description of goods</b> AQUACULTURE CHILLED ATLANTIC SALMON - s. 47(1)(b),s. 47G(1)(a) PROCESSED AT ESTAB 5330 ON s. 47(1)(b),s. 47G(1)(a)	<b>Scientific name</b> Salmo salar	<b>Total net contents (state unit)</b> s. 47(1)(b),s. 47G(1)(a)
<p>These products have been processed in accordance with Codex Alimentarius Commission principles for Hazard Analysis Critical Control Point (HACCP) and relevant codes of hygienic practice.</p> <p>In accordance with the inspection system regulated by the competent authority, these products are not contaminated with pathogenic micro-organisms of concern.</p> <p>In accordance with the inspection system regulated by the competent authority and Australia's National Residue Survey for wild-caught fish and aquaculture, these products do not contain harmful or foreign substances or chemicals.</p> <p>Australia maintains a system that meets OIE requirements for the notification of diseases and epidemiological information in aquatic animals.</p> <p style="text-align: center; font-size: 2em; color: blue; transform: rotate(-15deg);">Not Reviewed</p>				
<p>I hereby certify that to the best of my knowledge the conditions or restrictions applicable under the particular inspection system prescribed under the Export Control Act have been complied with in respect of the prescribed goods described above, being goods that are:</p> <ol style="list-style-type: none"><li>1. In sound condition</li><li>2. Fit for human consumption</li><li>3. Of Australian origin</li></ol> s. 22(1)(a)(ii)				<p><b>Official Seal</b></p> s. 22(1)(a)(ii)
Signature and printed name of authorised officer		24TH DAY OF JANUARY 2025 Date		

<b>Name and address of consignor / 发货人名称及地址</b> HUON AQUACULTURE COMPANY PTY LTD HIDEAWAY BAY DOVER TAS 7117 AUSTRALIA		<b>No. 号码</b> AU0005508445 <b>COPY ONLY</b>  <b>Australian Government</b> 澳大利亚政府 <b>Health Certificate for fish and fishery products intended for export from the Commonwealth of Australia to the People's Republic of China</b> 澳大利亚联邦向中华人民共和国出口水产品检验检疫证书	
<b>Name and address of consignee / 收货人名称及地址</b> s. 47(1)(b), s. 47G(1)(a)			
<b>Competent authority / 主管当局</b> AUSTRALIAN GOVERNMENT	<b>Department of certificate issuance / 出证部门</b> AUSTRALIAN GOVERNMENT	<b>Production mode / 生产模式</b> AQUACULTURE	
<b>Aquaculture area / 养殖区域</b> FAO ZONE 57 INDIAN OCEAN, EASTERN	<b>Catch area / 捕捞区域</b> *****	<b>Name &amp; number of vessel for the catch / 捕捞渔船船名及编号</b>	
<b>Country of export / 输出国</b> AUSTRALIA	<b>Country of production / 生产国</b> AUSTRALIA	<b>Production place / 产地</b> TAS 7307	
<b>Commodity name / 商品名称</b> SALMON - ATLANTIC	<b>Scientific name / 学名</b> SALMO SALAR	<b>Processing type / 加工方式</b> REFRIGERATED	
<b>Production date / 生产日期</b> s. 47(1)(b), s. 47G(1)(a)	<b>Number of packages / 包装数量</b> s. 47(1)(b), s.	<b>Net weight / 净重</b> s. 47(1)(b), s. 47G(1)(a)	
<b>Shipping marks and numbers / 唛头和号码</b> s. 47(1)(b), s. 47G(1)	<b>Number and kind of packages / 包装号码和种类</b> s. 47(1)(b), s. 47G(1) CARTONS	<b>Description of goods / 商品规格</b> AQUACULTURE REFRIGERATED ATLANTIC SALMON s. 47(1)(b), s. 47G(1)(a) PACK	
<b>Total net contents (state unit) / 总重量(注明单位)</b> s. 47(1)(b), s. 47G(1)(a)	<b>Means of transport / 运输工具信息</b> <b>Name of vessel / 船只名称</b> <b>Flight number / 航班号</b> <b>Container number / 集装箱号</b> <b>Other transport means / 其他运输工具信息</b> N/A		
<b>Production and processing enterprise name and registration number / 生产加工企业名称及注册号</b> 5330 HUON AQUACULTURE COMPANY PTY LTD			
<b>Place of dispatch / 发货地</b> s. 47(1)(b), s. 47G(1)(a)	<b>Date of departure / 发货日期</b> s. 47(1)(b), s. 47G(1)(a)	<b>Seal number / 封识号</b>	
<b>Place of discharge / 卸货地</b> s. 47(1)(b), s. 47G(1)(a)	<b>Final destination / 最终目的地</b> s. 47(1)(b), s. 47G(1)(a)	<b>Country of final destination / 最终目的地国</b> s. 47(1)(b), s. 47G(1)(a)	

LEX-33756		Page 93 of 117
This is to certify that: 兹证明:		
<div>1. The above fishery products come from an establishment approved by the competent authority. 上述渔业产品来自主管当局批准的企业。</div> <div>2. The products were produced, packed, stored and transported under sanitary conditions, under the supervision of the competent authority. 该产品在卫生条件下生产、包装、储藏和运输，并置于主管当局监督之下</div> <div>3. The products were inspected and quarantined by competent authority and not found any pathogenic bacteria, harmful substances and foreign substances regulated in the People's Republic of China. 该产品经主管当局检验检疫，未发现中国规定的致病细菌和有毒有害物质。</div> <div>4. To the best of my knowledge, the products meet veterinary sanitary requirements and are fit for human consumption 据我所知，该产品符合兽医卫生要求、适合人类食用</div>		
Note 1: Aquacultured or Wild Caught (养殖或者野生捕捞) Note 2: Refrigerated or Frozen or Dried or Smoked or Canned, etc. (冷藏或者冷冻或者干制或者熏蒸或者罐装或者其他)		
<div>s. 22(1)(a)(ii)</div> <div>s. 22(1)(a)(ii)</div> <div>Signature and printed name of authorised officer / 被授权官员的签字和印刷体名字</div>		<div>Stamp / 印章</div> <div>s. 22(1)(a)(ii)</div> <div>20TH DAY OF DECEMBER 2024</div> <div>Date of Issue / 签发日期</div>





**Australian Government**  
**Department of Agriculture**

## CORRECTIVE ACTION REQUEST REPORT

**CAR Number:** NMNC-2502-0001

**Auditor:** s. 22(1)(a)(ii)

**Est/Name:** HUON AQUACULTURE COMPANY PTY LTD

**Est No:** 5330

**CAR Date:** 04/02/2025

**Activity:** DFE-007- Operation hygiene

**Sub-Elements:** Cleaning, Maintenance

**Legislative Reference:** Div3.5-9.(7) - (5) - (8)

s. 47G(1)(a)

s. 47G(1)(a)

---

**ISTCA Due Date:**

**ISTCA Completed Date:**

**Immediate/Short Term Corrective Action/Action Taken:**

**Verification of Implementation/Close Out:**

---

**Long Term Preventative Measures Due Date:** 28/02/2025

**Long Term/Preventative Measures:**

**Verification of Implementation/Close Out:**

**CAR Number:** NMNC-2502-0001

**Company Representative:** s. 22(1)(a)(ii)

I agree/disagree with this CAR.

s. 22(1)(a)(ii)

**Signature:**

**Issue Date:** 04/02/2025

**Auditor:** s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

**Signature:**

**Issue Date:** 04/02/2025

CORRECTIVE ACTION REQUEST REPORT



Australian Government  
Department of Agriculture

s. 47G(1)(a)

**CORRECTIVE ACTION REQUEST REPORT**



**Australian Government**  
**Department of Agriculture**

**s. 47G(1)(a)**




CORRECTIVE ACTION REQUEST REPORT



Australian Government  
Department of Agriculture

s. 47G(1)(a)

	DOCUMENT CODE	NA	
	DATE	17 February 2025	Page 1 of 1
	DOCUMENT TITLE	Corrective Action NMNC 2502-0001	

### Non-conformance Details

CAR Number: s. 47G(1)(a)

s. 47G(1)(a)

s. 47G(1)(a)

s. 47G(1)(a)

s. 47G(1)(a)


### Root Cause


1. No inspection frequency implemented for fish receipt to check s. 47G(1)(a) and replace in due time.
2. Door opened by hygiene staff before hygiene.
3. s. 47G(1)(a) around the area and fail to clean the area.

### Immediate fix

1. Trimmed the hanging pieces of s. 47G(1)(a) off and will replace it when new one arrived. PO number attached.

# s. 47G(1)(a)

	PURCHASE ORDER	Page 1/1																				
<b>Bill to</b> Huon Aquaculture Company Pty Ltd ABN: 86 067 386 109 12/188 COLLINS ST, HOBART TAS 7000	<b>Requester Information</b> Contact: s. 22(1)(a)(ii) Phone: s. 22(1)(a)(ii) Email: s. 22(1)(a)(ii) Role: Maintenance Planner																					
<b>Vendor</b> s. 47(1)(b), s. 47G(1)(a)	<b>Ship to</b> Processing Parramatta Creek 7218 Bass Highway LATROBE TAS 7307																					
Order number: 4500017328																						
Order Date: 4/02/2025	Currency: AUD																					
Payment terms: V-MONTH30																						
<table><thead><tr><th>Vendor reference Name</th><th>Delivery</th><th>Quantity Unit</th><th>Unit price Tax rate</th><th>Net amount</th></tr></thead><tbody><tr><td>s. 47G(1)(a)</td><td>19/02/2025</td><td>20.00 EA</td><td>63.71 10.00 %</td><td>1,274.20</td></tr><tr><td>FREIGHT</td><td>19/02/2025</td><td>1.00 EA</td><td>100.00 10.00 %</td><td>100.00</td></tr><tr><td>FREIGHT FROM SUPPLIER s. 47(1)</td><td></td><td></td><td></td><td></td></tr></tbody></table>	Vendor reference Name	Delivery	Quantity Unit	Unit price Tax rate	Net amount	s. 47G(1)(a)	19/02/2025	20.00 EA	63.71 10.00 %	1,274.20	FREIGHT	19/02/2025	1.00 EA	100.00 10.00 %	100.00	FREIGHT FROM SUPPLIER s. 47(1)						
Vendor reference Name	Delivery	Quantity Unit	Unit price Tax rate	Net amount																		
s. 47G(1)(a)	19/02/2025	20.00 EA	63.71 10.00 %	1,274.20																		
FREIGHT	19/02/2025	1.00 EA	100.00 10.00 %	100.00																		
FREIGHT FROM SUPPLIER s. 47(1)																						
<table><thead><tr><th>Net amount</th><th>Tax rate</th><th>Tax amount</th></tr></thead><tbody><tr><td>1,374.20</td><td>10.00 %</td><td>137.42</td></tr></tbody></table>	Net amount	Tax rate	Tax amount	1,374.20	10.00 %	137.42	<table><tbody><tr><td>Net total</td><td>AUD</td><td>1,374.20</td></tr><tr><td>Taxes</td><td>AUD</td><td>137.42</td></tr><tr><td>Total</td><td>AUD</td><td>1,511.62</td></tr><tr><td>Advance payment</td><td>AUD</td><td>0.00</td></tr><tr><td>Outstanding</td><td>AUD</td><td>1,511.62</td></tr></tbody></table>	Net total	AUD	1,374.20	Taxes	AUD	137.42	Total	AUD	1,511.62	Advance payment	AUD	0.00	Outstanding	AUD	1,511.62
Net amount	Tax rate	Tax amount																				
1,374.20	10.00 %	137.42																				
Net total	AUD	1,374.20																				
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Total	AUD	1,511.62																				
Advance payment	AUD	0.00																				
Outstanding	AUD	1,511.62																				

	DOCUMENT CODE	NA	
	DATE	17 February 2025	Page 1 of 1
	DOCUMENT TITLE	Corrective Action NMNC 2502-0001	

2. Contact the contractor to s. 47G(1)(a) .


s. 47G(1)(a)


3. s. 47G(1)(a)

s. 47G(1)(a)

**Long term fix:**

1. Add a weekly check for fish receiveal team to report any damage and conduct a training with the fish receiveal team.

	DOCUMENT CODE	NA	
	DATE	17 February 2025	Page 1 of 1
	DOCUMENT TITLE	Corrective Action NMNC 2502-0001	


	DOCUMENT CODE	PQF9.2.2.14		
	VERSION DATE	Version 1 17 February 2025		
	REVIEWED DATE	17 February 2025	NEXT REVIEW DATE	August 2025
	DOCUMENT TITLE	Sealing check on Fish Receival pipes		

Week: \_\_\_\_\_

**Instruction:**

Inspect the seals of all the pipes weekly and record details whenever sealing needs to be changed.

Date	Time	Sealing Intact?			Comments/ Corrective Action Required? Any Sealing Replaced?	Staff Name and Sign
		Pipe 1 (Y/N)	Pipe 2 (Y/N)	Pipe 3 (Y/N)		


	DOCUMENT CODE	HQF2.9.1		
	VERSION DATE	Version 3.2 November 2023		
	REVIEWED DATE	05 February 2025	NEXT REVIEW DATE	February 2028
	DOCUMENT TITLE	Training Record and Competency Review Record		

Date: 20/02/2025 Duration of Training: 15 mins Refresher training: Yes/No (No)  
 Trainer: s. 22(1)(a)(ii) Experience/Qualification Deeming Trainer Competent: SA Coordinator  
 Training Description: Sealing check at fish receiver Skill Description: Foreign object check  
 Criteria for Competency (example: against procedure/SOP, hours of operation, etc.): Against procedure

\* Attach a copy of training notes to training records for future reference.

# Training buddy must be assigned for all CCP and QCP checks for newly trained staff.

Employee Name and Surname	Assigned training Buddy – if any #	Employee Signature	Comment on Individual	Competency and Review					
				C/NWC	Review Date if not yet competent	Initial of Trainer	C/NWC after two weeks	Initial of Trainer	
s. 22(1)(a)(ii)		s. 22(1)(a)(ii)		C		s. 22(1)(			
s. 22(1)(a)(ii)		s. 22(1)(a)(ii)		C		s. 22(1)(			
s. 22(1)(a)(ii)		s. 22(1)(a)(ii)		C		s. 22(1)(			
s. 22(1)(a)(ii)		s. 22(1)(a)(ii)		C		s. 22(1)(			
s. 22(1)(a)(ii)		s. 22(1)(a)(ii)		C		s. 22(1)(			


	DOCUMENT CODE	PQF9.2.2.14		
	VERSION DATE	Version 1 17 February 2025		
	REVIEWED DATE	17 February 2025	NEXT REVIEW DATE	August 2025
	DOCUMENT TITLE	Sealing check on Fish Receival pipes		


Week: 17-2-25

**Instruction:**  
Inspect the seals of all the pipes weekly and record details whenever sealing needs to be changed.

Date	Time	Pipe 1 (Y/N)	Pipe 2 (Y/N)	Pipe 3 (Y/N)	Comments/ Corrective Action Required? Any Sealing Replaced?	Staff Name and Sign
24-2-25	1:20pm	Y	Y	Y	NA	s. 22(1)(a)(ii)



	DOCUMENT CODE	NA	
	DATE	17 February 2025	Page 1 of 1
	DOCUMENT TITLE	Corrective Action NMNC 2502-0001	

	DOCUMENT CODE	PQF9.2.5.12		
	VERSION DATE	Version 5 17 February 2025	Page 1 of 1	
	REVIEWED DATE	17 February 2025	NEXT AUDIT DATE	October 2025
	DOCUMENT TITLE	Dispatch Hygiene (HOG) Post Op		

Instructions: Refer to Cleaning and Sanitation SOP's. Any items found to be not clean, are to be re-cleaned, sanitised and re-inspected. Check for any signs of loose objects, missing equipment parts (e.g. nuts, bolts & seals etc) and remove all tools. Date: \_\_\_\_\_

Processing Section Only			Hygiene Section Only	
Equipment	Processing Pre-Operational Hygiene Check - Clean (C) / Not Clean (NC)	If unclear, sanitise, sign name as proof of sanitisation and write CASBU.	Pre-Operational Hygiene Check - Clean (C) / Not Clean (NC)	If unclear, sanitise, sign name as proof of sanitisation and write CASBU.
Work benches / Tables / Door handles	C   NC		C   NC	
Computer Stations	C   NC		C   NC	
Rubbish off floor	C   NC		C   NC	
Floors swept	C   NC		C   NC	
Freezer tidy	C   NC		C   NC	
Empty work area bins	C   NC		C   NC	
Chiller clean and tidy (inc floor)	C   NC		C   NC	
Loading area and equipment clean and tidy	C   NC		C   NC	
s. 47G(1)(a)	C   NC		C   NC	
Forklifts/Trolley Jacks	C   NC		C   NC	
Count Forklifts/trolley Jacks?				
Rollers and strapper clean and tidy	C   NC		C   NC	

=	= Dispatch Hygiene	=	=	=	=	=	=	=
807039	Dispatch Hygiene	qcph0324	HOG Dispatch Post-Op	17/02/2025 4:25 PM	Confirmed	Ok	Asuka Doi	Wei Lun Tu

☒ [Process] = 'Dispatch Hygiene' ▼

About Inspection Screens Formulas Comments Responses Audit trail

<b>Hygiene Checks 1</b> Processing/Hygiene <input type="text" value="Processing Team"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Workbenches/Tables/Door Handle <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Computers/Scanners/X-Ray <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Floor: No Rubbish/Fish Bits <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Floors Swept <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Empty n Clean Waste Bins <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Loading area and equipment <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> s. 47G(1)(a) <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/>	<b>Hygiene Checks 1</b> Freezer <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Chiller (Inc Floor) <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Forklifts/Trolley Jacks Count <input type="text" value="7"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Rollers and strapper <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Loading Bay <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Robots Wiped <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> All Doors Are Closed? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> All Prod Refrigerated/Frozen? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> All Packaging covered? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Forklifts/Trolley Jacks <input type="text" value="Clean"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Forklift/trolley jack charging <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Strapper fed with strapping? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Robot Bay Empty? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Robot Keys in safe place? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Checked/Inspected by <input type="text" value="asuka"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/>	<b>Other Checks</b> Inspected for any new damage? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Inspection comments <input type="text" value="na"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Inspect for pest activity? <input type="text" value="Yes"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/> Cleaning completed by <input type="text" value="asuka"/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="i"/>
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HOG ROOM									
<b>Year: 2025</b>									
Item	Chemical	SOP	Frequency	****Please ensure the date					
				Jan	Feb	Mar	Apr	May	Jun
Hog Dispatch Loading Dock area	Alkachlor		Weekly		7 14				
Air Conditioners	Coil Rite		Monthly	15					
VA Dispatch	Alkachlor		Quarterly	17					



## CORRECTIVE ACTION REQUEST REPORT

**CAR Number:** s. 47G(1)(a)

**Auditor:** s. 22(1)(a)(ii)

**Est/Name:** HUON AQUACULTURE COMPANY PTY LTD

**Est No:** 5330

**CAR Date:** 04/02/2025

**Activity:** s. 47G(1)(a)- Operation hygiene

**Sub-Elements:** Cleaning, Maintenance

**Legislative Reference:** Div3.5-9.(7) - (5) - (8)

s. 47G(1)(a)

s. 47G(1)(a)

s. 47G(1)(a)

s. 47G(1)(a)

**ISTCA Due Date:** NA

**ISTCA Completed Date:**

**Immediate/Short Term Corrective Action/Action Taken:** NA

**Verification of Implementation/Close Out:** NA

**Long Term Preventative Measures Due Date:** 28/02/2025

**Long Term/Preventative Measures:** Repairs and cleaning have occurred as photographs and evidence show in evidence filed.

**Verification of Implementation/Close Out:**

Effective measures have taken place to rectify the non-conformances and provide evidence, as attached to the AMS system.

**CAR Number:** s. 47G(1)(a)

**Company Representative:** s. 22(1)(a)(ii)

I agree/disagree with this CAR.

**Signature:**

**Issue Date:** 04/02/2025

**Auditor:** s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

**Signature:**

**Issue Date:** 24/02/2025



Australian Government  
 Department of Agriculture,  
 Fisheries and Forestry

# Exports work instruction

## Auditing an export establishment (food)

### Direction to staff

This is official instructional material of the Department of Agriculture, Fisheries and Forestry (the department). Failure to comply with it may result in a breach of relevant legislation and/or the code of conduct under section 13(5) of the *Public Service Act 1999*.

### Purpose of this document

This document details how to complete an audit of an export establishment (food). This document describes how to complete an audit of an export establishment (food). Specifically, it details the instructions for scheduling, preparing, conducting and concluding audits of export-registered establishments preparing dairy, egg, fish and some meat for export as food.

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### Policy statement

Audit outcomes must be clear and justifiable. Auditors should be consistent and professional. Senior auditors and auditors must comply with this document.



## Roles and responsibilities

The following table outlines the roles and responsibilities undertaken in this work instruction.

Role	Responsibility
Auditor	<ul style="list-style-type: none"><li>Follow audit process when conducting an audit.</li><li>Notify senior auditor of critical non-compliance.</li><li>Provide supporting information to senior auditor.</li></ul>
Senior auditor	<ul style="list-style-type: none"><li>Follow audit process when conducting an audit.</li><li>Review decisions and recommendations.</li><li>Apply sanctions.</li></ul>

## Essential equipment and access requirements

The following is required to complete this work instruction:

- access to Electronically Lodged Service Advice (ELSA)
- access to the Audit Management System (AMS).

## Scheduling and planning an audit

The following table details the steps required when scheduling and planning an audit of an export registered establishment.

For this section, refer to the following:

- Regional audit scheduling database
- Exports work Instruction: [Managing sanctions – establishment unable to be audited](#)
- Exports reference: [Audit checklist](#)
- Exports reference Template: [Audit report](#)
- Exports reference: [Audit preparation.](#)

Step	Action
1.	Contact the establishment to confirm the audit date. <ul style="list-style-type: none"><li>If requested to defer audit, reschedule in the database and record reason as either client or auditor request and approving officer's initials. Regardless of date of deferred audit – following audit remains the same.</li><li>If audit is unable to be scheduled or conducted due to inability to contact occupier or establishment cannot be accessed, notify the L6 or auditor by e-mail.</li></ul>
2.	Refer any additional request to defer the audit to the L6 or senior auditor for approval.
3.	Complete a document review of the establishment details and documentation on the <i>Audit checklist</i> .
4.	Document the planned audit scope on the <i>Audit checklist</i> .
5.	Send a written/e-mail confirmation of the confirmed audit date and planned scope to establishment contact.

Step	Action
6.	<p>Notify the L6 or senior auditor if establishment to be audited has corrective action requests (CARs) that have not been closed out by the agreed date.</p> <p><b>Note:</b> Refer to the following:</p> <ul style="list-style-type: none"> <li>Exports work Instruction: <a href="#">Managing corrective action requests (CARs)</a></li> <li>Exports reference: <a href="#">Corrective action request (CAR) report (if required)</a></li> <li>Exports reference: <a href="#">Audit and corrective action request (CAR) reporting.</a></li> </ul>
7.	<ul style="list-style-type: none"> <li>Create a new audit shell in Audit Management System (AMS)</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>Use template AMS report forms if establishment is not available in the AMS then file in the establishment's Content Manager file.</li> </ul>
8.	<p>Record audit preparation time as chargeable.</p> <p><b>Note:</b> Refer to Exports reference: <a href="#">Audit preparation.</a></p>
9.	<b>Continue to section:</b> <a href="#">Conducting an audit entry meeting and audit.</a>

## Conducting an audit entry meeting and audit

The following table details the steps required when conducting an audit entry meeting and audit of an export registered establishment.

For this section, refer to the following:

- Exports reference: [Audit checklist](#)
- Establishment Register (ER) Establishment Report
- [Export Registration Form \(EX26b\) \(if required\)](#)
- Exports reference: [Audit and corrective action request \(CAR\) reporting.](#)

Step	Action
1.	Have each attendee sign the "Entry Meeting" section of the <i>Audit checklist</i> .
2.	<ul style="list-style-type: none"> <li>Discuss CARs closed from previous audit.</li> <li>Verify that effective measures have been implemented as agreed.</li> </ul>
3.	<ul style="list-style-type: none"> <li>Confirm details of the Establishment Register (ER) Establishment Report are accurate.</li> <li>If changes require occupier to submit <i>Export Registration Form (EX26b)</i>, provide copy of the form or Department of Agriculture public website details.</li> </ul>
4.	<ul style="list-style-type: none"> <li>Review the establishment system for amendments.</li> <li>As auditor, acknowledge any amendments made by the establishment as per <a href="#">Appendix B – Management of amendments to the approved arrangement.</a></li> <li>Contact the senior auditor for advice if an amendment has been made and implemented that required pre-approval (a variation).</li> </ul>
5.	Audit each element of the planned audit scope.
6.	For multi-commodity establishments, determine compliance with requirements (product must be traceable) across <u>all</u> commodities prepared at the establishment.

Step	Action
7.	If findings implicate non-compliance in elements not in original scope, add elements to scope of audit. Advise management representative of any addition/s to the scope of audit if this occurs.
8.	<ul style="list-style-type: none"> <li>Initial and date the most recent record examined (bottom right-hand corner) when records are sampled in relation to an element of scope.</li> <li>Record evidence of all records sighted on <i>Audit checklist</i>.</li> </ul> <p><b>Note:</b> All evidence must include sufficient detail to be verified – dates, titles of documents, names of persons interviewed.</p> <ul style="list-style-type: none"> <li>Record evidence of both compliance and non-compliance.</li> </ul>
9.	<b>Continue to section:</b> <a href="#">Reporting an audit outcome</a> .

## Reporting an audit outcome

The following table details the steps required when reporting on an audit outcome onsite.

**Note:** Audit reports and CARs are to be completed onsite. Where not possible due to operational constraints, auditor must complete the *Audit checklist* for acknowledgement and signing by management.

For this section, refer to the following:

- Exports reference: [Audit and corrective action request \(CAR\) reporting](#)
- Exports reference: [Audit checklist](#)
- Exports work Instruction: [Managing sanctions – unacceptable audit finding](#)
- Exports work Instruction: [Managing corrective action requests \(CARs\)](#)
- Exports work Instruction: [Managing sanctions – critical non-compliance](#).

Step	Action
1.	Consider evidence and audit findings and summarise CARs to be raised in the “Audit Outcomes” section of the <i>Audit checklist</i> . <b>Important:</b> Only one CAR may be issued per element of audit scope.
2.	Consolidate findings and populate <i>AMS audit checklist</i> using the <i>Audit checklist</i> .
3.	Complete Audit Report and CAR report/s in the AMS. <b>Important:</b> CAR reports must clearly identify the non-compliance and detail the supporting evidence.
4.	If there is verifiable evidence of critical non-compliance or systems failure, contact the senior auditor for advice on further action (e.g. direction to cease processing). Refer to Exports work Instruction: <a href="#">Managing sanctions – unacceptable audit finding</a> .
5.	<b>Continue to section:</b> <a href="#">Conducting an audit exit meeting</a> .

## Conducting an audit exit meeting

The following table details the steps required when conducting an audit exit meeting of an export registered establishment.

For this section, refer to the following:

- Exports reference: [Audit checklist](#)
- *AMS generated Audit Report*
- *AMS generated CAR Report.*

Step	Action
1.	Complete exit meeting with appropriate establishment representatives.
2.	Have attendees sign "Exit Meeting" section of <i>Audit checklist</i> .
3.	Present audit report/CARs/audit checklist and discuss audit outcome.
4.	Provide copies of all CARs raised. <b>Note:</b> These must indicate the non-compliance and detail the supporting evidence.
5.	Confirm the management representative's understanding of CARs raised and requirement to provide evidence of corrective actions by the agreed due dates.
6.	<ul style="list-style-type: none"><li>• Confirm that agreed due dates for CARs are appropriate for the non-compliance and achievable by the establishment.</li><li>• Document all due dates for long term and short-term actions.</li></ul>
7.	Advise management representative that a fee-for-service charge applies for time taken to assess and close CARs.
8.	Confirm audit outcome and ensure management representative signs audit report/CARs/audit checklist to indicate agreement with what has been documented.
9.	<b>Continue to section:</b> <a href="#">Completing post-audit activities</a> .

## Completing post-audit activities

The following table details the steps required when completing post-audit activities for an export registered establishment.

For this section, refer to the following:

- Exports reference: [Audit and corrective action request \(CAR\) reporting](#)
- Exports work Instruction: [Managing corrective action requests \(CARs\)](#).

Step	Action
1.	Scan and upload <i>Audit checklist</i> and copies of all signed documents to AMS and close AMS Audit Report.
2.	Update Regional audit scheduling database.
3.	Update establishment rating in ER/other ER updates as required.

Step	Action
4.	Add or create new invoice item in ELSA detailing charges applicable to audit, including the: <ul style="list-style-type: none"> <li>time taken for preparation</li> <li>onsite audit</li> <li>reporting and issuing of CARs.</li> </ul>
5.	Manage CARs associated with the audit (auditor) including: <ul style="list-style-type: none"> <li>monitoring the AMS for CAR due dates</li> <li>closing CARs by sighting and recording appropriate evidence of short/long term corrective action</li> <li>scanning and sending all finalised CAR reports to the establishment's representative.</li> </ul>
6.	Manage any CARs. <b>Note:</b> Refer to Exports work Instruction: <a href="#">Managing corrective action requests (CARs)</a> .
7.	Add or create new invoice item in ELSA detailing charges applicable to CAR management.
8.	End of procedure.

## Record keeping

All completed documents required by this work instruction are to be scanned and uploaded to the relevant establishments AMS file.

If the establishment is not available on the AMS record in the establishment TRIM file.

## Related material

The following related material is available in the Instructional Material

Library: [https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjVoPLDndqFAxWCsVYBHW-AC0cQFnoECBoQAQ&url=https%3A%2F%2Fwww.agriculture.gov.au%2Fsites%2Fdefault%2Ffiles%2Fdocuments%2Fexport-registration-form-ex026b.pdf&usg=AOvVaw06BGVYTb5Hcb\\_SMnCj6AbA&opi=89978449](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwjVoPLDndqFAxWCsVYBHW-AC0cQFnoECBoQAQ&url=https%3A%2F%2Fwww.agriculture.gov.au%2Fsites%2Fdefault%2Ffiles%2Fdocuments%2Fexport-registration-form-ex026b.pdf&usg=AOvVaw06BGVYTb5Hcb_SMnCj6AbA&opi=89978449)

- Exports work Instruction: *Managing corrective action requests (CARs)*
- Exports work Instruction: *Managing sanctions – establishment unable to be audited*
- Exports work Instruction: *Managing sanctions – critical non-compliance*
- Exports reference: *Audit preparation*
- Exports reference: *Audit and corrective action request (CAR) reporting*
- Exports reference: *Terminate an audit*
- Exports reference: *Audit checklist*
- Exports process instruction: *Audit of export establishments (food)*
- Exports process instruction: *Remote auditing of dairy, eggs, fish and some meat establishments.*

The following related material is available on the department's website:

- [Export Registration Form \(EX26b\)](#).

## Document information

The following table contains administrative metadata.

<b>Instructional Material Library document ID</b>	IMLS-12-1102
<b>Instructional material owner</b>	Director, Dairy Eggs and Fish Exports
<b>Risk rating</b>	Medium
<b>Review period</b>	Due for review within three years of the most recent approved date.

## Version history

The following table details the published date and amendment details for this document.

Version	Date published	Date last approved	Review type	Summary of review
1	20/12/2016	N/A	New document	First publication of this document. Replaces 7.1 WI – Audit Preparation, 7.2 WI – Conducting the audit, 7.3 WI – Audit Report conclusions, 7.6 WI – Audit Administration, 7.7 WI – Scheduling Audits of land based establishments and vessels and Form 7A - Audit Deferral record.
2	24/07/2024	26/04/2024	Amendment and update	Update to new IML template, new sections created for better readability and updated branding. Risk rating changed to Medium.

## Appendix A: Legislative framework

Audits of registered establishments may only be conducted by officers appointed by the secretary under the *Export Control Act 2020* or by auditors approved by the secretary under the applicable commodity orders.

## Appendix B – Management of amendments to an approved arrangement

The commodity orders require all variations made to an approved arrangement (AA) to be recorded by the occupier of the establishment. There are two (2) types of variations that can be made:

- variations that do not require pre-approval (**amendments**) and
- variations that do (**variations**).

**Amendments** are a change made to an establishment's AA that do not require pre-approval from the Secretary prior to implementation. They are typically changes made to an AA resulting from an audit (i.e. to address a CAR), internal review, verification activity or made in accordance with an internal process (i.e. new supplier, Hazard Analysis Critical Control Point review, internal audit) as a "business as usual" amendment and are necessary to keep the AA current and effective.

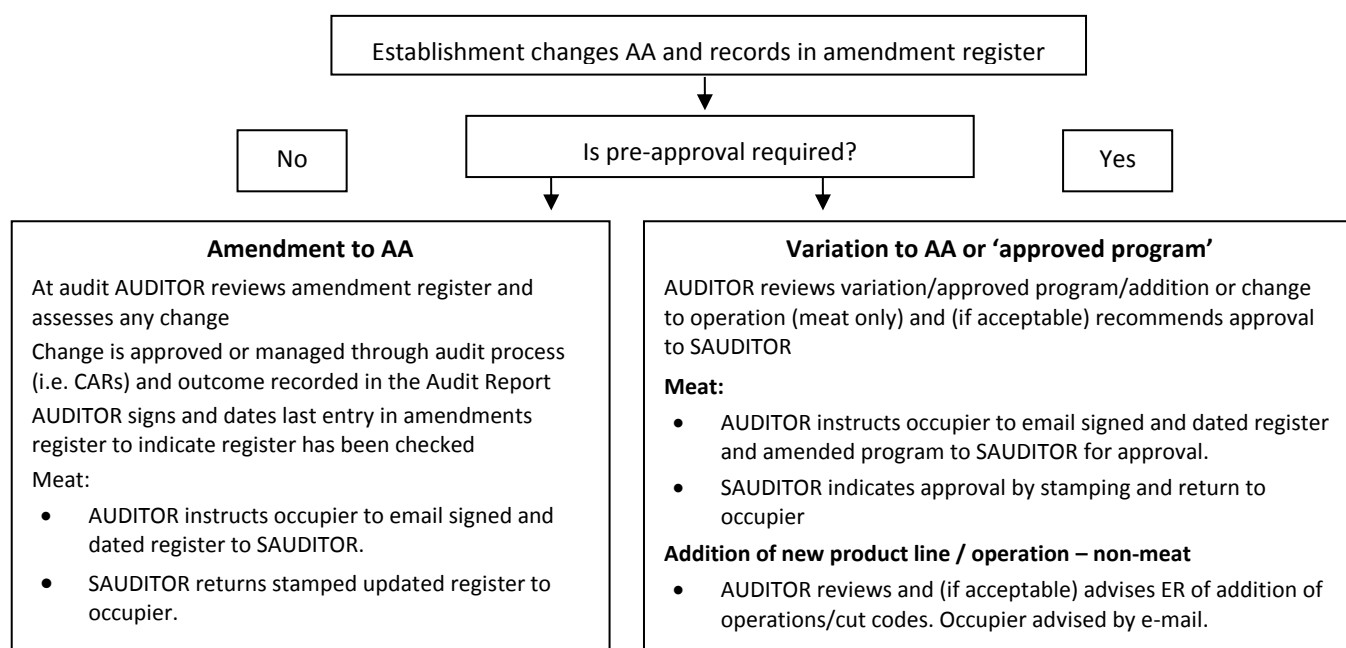
Amendments to the AA can be made by the establishment at any time and must be recorded, typically in an amendment register. These changes are to be assessed for approval by the auditor at the time of audit.

A **variation** is where the occupier applies to the Secretary to make a change that is more than normal AA maintenance, and which requires **pre-approval** before it is implemented. The variation must be assessed to ensure that it will not adversely affect or prevent an accurate assessment being made of compliance with legislation or importing country requirements, or the fitness for human consumption or integrity of the products prepared for export. Delegations to approve variations are held by the SAUDITORS and they can do this based on the recommendation of the assessing AUDITOR.

Some establishments that prepare meat products have AAs that include specific approved programs such as Halal, Saudi, European Union security, that require **pre-approval** by the SAUDITOR before being implemented. Pre-approval may be based on the recommendation of the assessing AUDITOR.

The **addition of a new process/operation** is not a variation, but rather an amendment to the AA that also requires pre-approval. Additions and changes to non-meat operations may be approved by AUDITORS following (where required) appropriate assessment of documentation, facilities etc. Approval is demonstrated by the addition of operation and/or cut codes to ER.

The following diagram illustrates the process to be followed when amendments are made to AAs and AAs that include approved programs or when there has been a request made by an establishment for a variation or addition of a new process/operation:



This is a CONTROLLED document. Any documents appearing in paper form are not controlled and should be checked against the IML version prior to use.





# Exports process instruction

## Audit of export establishments (food)

### Direction to staff

This is official instructional material of the Department of Agriculture, Fisheries and Forestry (the department). Failure to comply with it may result in a breach of relevant legislation and/or the code of conduct under section 13(5) of the *Public Service Act 1999*.

### Purpose of this document

This document outlines the process for auditors auditing a registered establishment that prepares dairy, egg, fish and some meat products for export as food, except for abattoirs and independent boning rooms. The audit process is broken up into three parts:

- Preparation of audit.
- Completion of audit.
- Completion of post-audit activities.

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## Policy statement

- Audits of export registered establishments must occur in a consistent and transparent manner regardless of which auditor conducts them.
- Auditors must adhere to this exports process instruction and its instructional material when conducting audits of export-registered establishments engaged in preparing dairy, egg, fish and meat products (except those meat products prepared in abattoirs or independent boning rooms).

## Roles and responsibilities

The following table outlines the roles and responsibilities undertaken in this document.

Role	Responsibility
Auditor	Adhere to the processes and related instructional material when completing this document.
Director, Audit and Assurance Branch (AAB)	<ul style="list-style-type: none"><li>• Ensure periodical verification of compliance with relevant instructional material.</li><li>• Ensure audits are allocated to competent auditors with the required skills and knowledge as detailed in the Training document.</li></ul>
National Program – Dairy, Egg & Fish Export (DEF)	<ul style="list-style-type: none"><li>• Review of all owned instructional material when scheduled, or as a result of verification activities.</li><li>• Re-consider decisions if requested.</li><li>• Provide technical advice if requested.</li><li>• Verify Audit and Assurance Branch (AAB) system for managing audits and auditors.</li><li>• Apply and manage sanctions</li><li>• Review audit decisions and recommendations.</li></ul>
National Program – Meat Exports Branch (MEB)	Review of all owned instructional material when scheduled or as a result of verification activities.

## Essential equipment and access requirements

The following system access is required when following this document:

- Audit Management System (AMS)
- Establishment Register (ER)
- ELSA system.

## Preparation of audit

The following table outlines how an audit is scheduled, planned and prepared.

Stage	What happens	Responsible role
1.	<p>Audit is scheduled.</p> <p><b>Important:</b> Establishments that fail to meet requirements for scheduled audits may have sanctions applied.</p> <p><b>Note:</b> Refer to:</p> <ul style="list-style-type: none"> <li>Reference: <a href="#">Audit preparation guidance</a></li> <li>Work Instruction: <a href="#">Managing sanctions – Establishment unable to be audited</a>.</li> </ul>	Director, Audit and Assurance Branch (AAB)
2.	<p>Audit is allocated to auditor with appropriate skills and, where required, one with high-risk competencies.</p> <p><b>Note:</b> Refer to Reference: <a href="#">Audit preparation guidance</a>.</p>	Director, Audit and Assurance Branch (AAB)
3.	Any requests from the client to defer audit are managed.	Auditor
4.	Establishment's documentation is reviewed.	Auditor
5.	<p>Scope of audit is planned out.</p> <p><b>Note:</b> Refer to:</p> <ul style="list-style-type: none"> <li>Work Instruction: <a href="#">Auditing an export establishment (food)</a></li> <li>Work Instruction: <a href="#">Establishments for domestic requirements (fish only)</a></li> <li>Reference: <a href="#">Audit preparation guidance</a>.</li> </ul>	Auditor
6.	<p>Date of audit is confirmed.</p> <p><b>Note:</b> Refer to:</p> <ul style="list-style-type: none"> <li>Work Instruction: <a href="#">Auditing an export establishment (food)</a></li> <li>Work Instruction: <a href="#">Establishments for domestic requirements (fish only)</a></li> <li>Reference: <a href="#">Audit preparation</a>.</li> </ul>	Auditor
7.	<b>Continue to section: <a href="#">Completion of audit</a>.</b>	Auditor

## Completion of audit

The following table outlines how an audit is conducted and carried out to completion.

Stage	What happens	Responsible role
1.	<p>Audit entry meeting is held by appropriate management representation.</p> <p><b>Note:</b> Refer to:</p> <ul style="list-style-type: none"> <li>Work Instruction: <a href="#">Auditing an export establishment (food)</a></li> <li>Work Instruction: <a href="#">Establishments for domestic requirements (fish only)</a>.</li> </ul>	Auditor

Stage	What happens	Responsible role
2.	On-site audit is conducted in accordance with agreed scope <b>Note:</b> Refer to: <ul style="list-style-type: none"> <li>Work Instruction: <a href="#">Auditing an export establishment (food)</a></li> <li>Work Instruction: <a href="#">Establishments for domestic requirements (fish only)</a>.</li> </ul>	Auditor
3.	Audit report is completed. <b>Important:</b> Corrective action requests (CARs) are raised as required. <b>Note:</b> Refer to: <ul style="list-style-type: none"> <li>Reference: <a href="#">Audit and CAR reporting</a></li> <li>Work Instruction: <a href="#">Auditing an export establishment (food)</a></li> <li>Work Instruction: <a href="#">Establishments for domestic requirements (fish only)</a></li> <li>Work Instruction: <a href="#">Managing CARs</a>.</li> </ul>	Auditor
4.	Exit meeting is conducted with appropriate management representation. <b>Note:</b> Refer to: <ul style="list-style-type: none"> <li>Reference: <a href="#">Audit and CAR reporting</a></li> <li>Work Instruction: <a href="#">Auditing an export establishment (food)</a></li> <li>Work Instruction: <a href="#">Establishments for domestic requirements (fish only)</a></li> <li>Work Instruction: <a href="#">Managing CARs</a>.</li> </ul>	Auditor
5.	<b>Continue to section: <a href="#">Completion of post-audit activities</a>.</b>	Auditor

## Completion of post-audit activities

The following table outlines the activities that are completed post-audit.

Stage	What happens	Responsible role
1.	Audit report is finalised in AMS. <b>Note:</b> Refer to: <ul style="list-style-type: none"> <li>Work Instruction: <a href="#">Auditing an export establishment (food)</a></li> <li>Work Instruction: <a href="#">Establishments for domestic requirements (fish only)</a></li> <li>Template: <a href="#">Audit report</a>.</li> </ul>	Auditor
2.	Client is invoiced in ELSA.	Auditor
3.	Any CARs raised are managed by the issuing auditor.	Auditor
4.	The establishment's next audit is scheduled in accordance with audit outcome.	Auditor
5.	<b>End of process.</b>	Auditor

## Record keeping

Record keeping requirements associated with this process instruction are detailed within associated work instructions.

## Related material

The following related material is available in the Instructional Material Library:

- Reference: [Audit preparation guidance](#)
- Reference: [Audit termination guidance](#)
- Template: [Audit report](#)
- Work Instruction: [Auditing an export establishment \(food\)](#)
- Work Instruction: [Managing CARs](#)
- Work Instruction: [Managing sanctions for critical non-compliance](#)
- Work Instruction: [Managing sanctions for establishment unable to be audited.](#)

## Document information

The following table contains administrative metadata.

Instructional Material Library document ID	IMLS-12-1099
Instructional material owner	Director, Dairy Eggs and Fish Exports
Risk rating	Medium
Review period	Due for review within three years of the most recent approved date.

## Version history

The following table details the published date and amendment details for this document.

Version	Date published	Date last approved	Review type	Summary of review
1.0	28/05/2014	n/a	New document	First publication of guideline.  <i>Replaces 7.0 SOP – Auditing Establishments that prepare fish and fish products or egg and egg products for export as food.</i>
2	21/02/2024	21/02/2024	Major change	Document updated to suit current instructional material template requirements. Minor content changes for better readability, for example a column for responsible roles.