



Application for plant export accreditation of packhouses

Form approved under section 377 of the *Export Control Act 2020*

Section A: General information

Purpose of this form

For managers of packhouses to apply for accreditation to export the following to protocol markets:

- avocados
- bananas
- capsicums
- carrots
- citrus (to New Zealand only, if not accredited for other markets)
- cucurbits (butternut, cucumber, honeydew melon, pumpkin, rock melon, scallopini, squash, watermelon and zucchini)
- kiwifruit
- lychees
- papaya
- persimmons
- potatoes
- strawberries
- sweetcorn.

For information about applying for accreditation to export other commodities, contact the relevant peak industry body listed in the [industry advice notice](#) issued before the export season begins.

Before applying

Understand your obligations under:

- the *Export Control Act 2020* and Export Control (Plants and Plant Products) Rules 2021
- [Guideline: Management of horticulture export accredited properties](#)
- [Guideline: Audit of horticulture export accredited properties](#).

Ensure the commodity you need accreditation for is listed in [Reference: Table of plant export protocol markets](#).

See [Micor Plants](#) to determine whether a mandatory treatment applies to your commodities.

To complete this form

Electronically

Save the form to your desktop.

You need the latest version of Adobe Acrobat Reader to save changes to this form on your computer or device. Download the [Adobe Acrobat Reader mobile app](#) for your smartphone or tablet.

Manually

Use black or blue pen

Print in BLOCK LETTERS

Mark boxes with a tick or a cross

Your application must include**For all packhouses**

a map showing the location of the packhouse in relation to surrounding roads and infrastructure.

For packhouses not previously accredited by the department

a general floor plan of the packhouse

a floor plan of processing areas, including all permanent fixtures and equipment layout

a product flowchart

documented systems for

- hygiene and waste removal
- pest control
- traceability
- training.

Email your application to**Avocados (excluding exports to New Zealand)**

Avocados Australia export@avocado.org.au

Carrots

AUSVEG export@ausveg.com.au

Lychees (excluding exports to New Zealand)

Australian Lychee Growers Association algaeo@australianlychee.com.au

All other commodities (including protocol exports to New Zealand)

Audit and Assurance Branch
Department of Agriculture, Fisheries and Forestry
GPO Box 858
Canberra ACT 2601

Phone 1800 900 090 (within Australia)
+61 3 8318 6700 (outside Australia)

Email auditservices@aff.gov.au

Section B: Packhouse

1 Packhouse name

2 Has the packhouse previously been accredited?

No

Yes Provide packhouse accreditation number

3 Australian business registration

The ABN number must match the company name (packhouse name) and/or link to the trading name.

Australian Business Number (ABN)

Australian Company Number (ACN)

4 Packhouse address

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

5 Postal address (if same as packhouse address, insert 'AS ABOVE')

Street address

Suburb/town/city

State/territory

Postcode

Section C: Management and control

6 Person responsible for management of the packhouse

Person 1

Given name(s)

Family name

Position

Postal address (if same as packhouse address, insert 'AS ABOVE')

Suburb/town/city

State/territory

Postcode

Work phone (include area code)

Mobile phone

Email

Fax

7 Provide details of the commodities to be included in the accreditation (attach a sheet if necessary)

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Section E: Manager declaration

To be completed by the person named in [section C](#) of this application.

I declare that the information I have provided is true and correct. I understand that it is a criminal offence under the *Criminal Code Act 1995* and *Export Control Act 2020* to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence can be criminal or civil in nature.

I acknowledge that I have read the relevant protocols and/or work plans that apply to the export of Australian horticulture to the nominated protocol markets. I agree to meet the conditions and requirements and to undertake regular and routine management to ensure that quarantine pests of concern to protocol markets are adequately managed.

I acknowledge my obligations as a packhouse manager as outlined in the [Guideline: Management of horticulture export accredited properties](#) and the [Guideline: Audit of horticulture export accredited properties](#) and the *Export Control Act 2020* and Export Control (Plants and Plant Products) Rules 2021.

I understand that if approved, accreditations have effect for 12 months or until the start of next growing season, whichever comes first unless specified otherwise by the Secretary, or delegate of the Secretary, of the department.

I have read and understood the [privacy notice](#) and Privacy Policy.

I consent to the use and disclosure of my personal information as set out in the [privacy notice](#).

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Section F: Privacy notice

‘Personal information’ means information or an opinion about an identified, or reasonably identifiable, individual.

By completing and submitting this form you consent to the collection of all personal information in this form.

The Department of Agriculture, Fisheries and Forestry collects your personal information (as defined in the *Privacy Act 1988*) in relation to this form for the purposes of assessing your application and related purposes. If you fail to provide some or all of the personal information requested in this form, the department will be unable to process your application.

The department may disclose your personal information to overseas governments or agencies, Australian diplomatic posts and Australian Government agencies, persons or organisations where necessary for the purposes described, provided the disclosure is consistent with relevant laws, particularly the Privacy Act. Your personal information will be used and stored in accordance with the Australian Privacy Principles.

By completing and submitting this form you consent to the disclosure of all personal information contained in this form to overseas governments and agencies and the National Plant Protection Organisation (NPPO) of each nominated importing country. The department has not taken steps to ensure that these parties do not breach the Australian Privacy Principles. This means that:

- the overseas recipient may not be accountable under the Privacy Act
- you may not be able to seek redress under the Privacy Act
- you may not be able to seek redress in the overseas jurisdiction
- overseas governments, agencies and NPPOs may not be subject to any privacy obligations or to any principles similar to the Australian Privacy Principles.

See our [Privacy Policy](#) web page to learn more about accessing or correcting personal information or making a complaint. Alternatively, email our Privacy Officer at privacy@aff.gov.au.