



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
 - cucurbits (cucumbers, honey dew melons, rockmelons, watermelons, scallopinis, zucchinis)
 - kiwifruit
 - lychees
 - persimmons
 - potatoes
 - strawberries
 - sweetcorn.
- conduct industry inspections of fresh fruit and vegetables to New Zealand.

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:

- [Section 377 in Chapter 11 Part 1 of the Export Control Act 2020](#)
- [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](#).

Ensure that the applicant's name, signature, and contact details belong to the Manager of the Property.

To complete this form

Save the PDF file to your computer. You need the latest version of Adobe Acrobat Reader to save changes and submit. Download the [Adobe Acrobat Reader mobile app](#) for your smartphone or tablet.

Your application must include

Packhouses not previously accredited by the department

- a general floor plan
- a floor plan of processing areas, showing all permanent fixtures and equipment layout
- a product flowchart
- documented systems for:
 - hygiene and waste removal
 - pest control
 - traceability
 - training

All packhouses

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

Email your application

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)**Department of Agriculture, Water and the Environment AuditServices@awe.gov.au**More information**

Phone 1800 900 090 (within Australia)

+61 3 8318 6700 (outside Australia)

Section B: Packhouse

1 Name of packhouse**2 Has the packhouse previously been accredited?**

Yes

▶ Go to question 3

No

**Attach the following:**

- a general floor plan
- a floor plan of processing areas, showing all permanent fixtures and equipment layout
- a product flowchart
- documented systems for:
 - hygiene and waste removal
 - pest control
 - traceability
 - training

▶ Go to question 4

3 Packhouse accreditation number (if previously accredited)**4 Australian business registration**

Australian business number (ABN)

Australian company number (ACN)

The ABN number must match the company name (packhouse name) and/or link to the trading name.**5 Packhouse address**

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

6 Postal address (if same as packhouse address, type AS ABOVE)

Suburb/town/city

State/territory

Postcode

Section C: Industry inspectors

8 Provide details of staff who will conduct industry inspections (New Zealand exports only)

Industry inspectors must complete the eLearning module HOR3002 *Export Inspection of fruit and vegetables* and are required to pass an audit before being approved. Enrolment into the eLearning will occur on receipt of this application form.

First name	Family name	Email address for enrolment into e-learning

Section D: Manager

8 Manager

Given name(s)

Family name

9 Manager contact details

Postal address (if same as address in section B, type AS ABOVE)

Suburb/town/city

State/territory

Postcode

Work phone (include area code)

Mobile phone

Email

Fax (include area code)

Section E: Packhouse accreditation

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

Before answering this question, see [Reference: Table of plant export protocol markets](#).

Commodity	Country	Export pathway ^a

^aTo determine whether a mandatory treatment applies, see Micor Plants for the relevant protocol, work plan and Micor case.

Section F: Manager declaration

To be completed by the person named in section C of this application.

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 [section 377 of the Export Control Act 2020](#).

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 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 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 G: Privacy notice

'Personal information' is defined in the *Privacy Act 1998* and includes information or an opinion about an identified, or reasonably identifiable, individual.

The Department of Agriculture, Water and the Environment collects your personal information in relation to this form for the purposes of assessing your application to register as an accredited property 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, telephone the department on +61 6272 3933.