



**Australian Government**

**Department of Agriculture,  
Water and the Environment**

# Application for registration as a plant export registered establishment and/or associated operations and functions (EX26d)

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

## Section A: General information

<b>Purpose of this form</b>	For plant facilities to apply to become plant export registered establishments or to add operations or functions to their registration. This is required in addition to EX26a and EX26b forms required to register or vary plant establishments and/or operations.
<b>Before applying</b>	<p>If your facility is not already registered as an export establishment, you must complete an <a href="#">Application to register an establishment and/or approve a proposed arrangement (EX26a)</a> and submit it with this form.</p> <p>If your facility is currently registered as an export establishment and you wish to vary any plant registered operation and function codes or make changes to your documented systems, you must complete an <a href="#">Application to vary an establishment registration and/or approved arrangement (EX26b)</a> and submit it with this form.</p> <p>Do not submit this form unless you can comply with the requirements in the <a href="#">Plant Export Registered Establishment policy</a> and any relevant policies in sections D and E (if applicable).</p>
<b>Industry export costs</b>	Establishments must pay the annual registration charge and fees associated with departmental audits. For establishment registration charges and fees, see the <a href="#">Departmental Charging Guidelines</a> .
<b>Your application must include (new establishments only)</b>	<p>a locality map showing the site in relation to the local area and the external boundary of the premises, including all the important features of the site and adjoining sites</p> <p>plans or diagrams giving the general structural and operational layout of the establishment including:</p> <ul style="list-style-type: none"><li>• all major dimensions, the scale and details of inspection facilities and any required amenities</li><li>• elevations of all buildings of the establishment</li><li>• a general floor plan</li><li>• the actual area being registered if it is a sub-section of the establishment</li><li>• a floor plan of processing areas, showing all permanent fixtures and the layout of equipment</li></ul> <p>a product flow chart, main features of product flow and details of the type of products to be handled</p> <p>a documented hygiene and waste management program</p> <p>a documented pest control program</p> <p>a documented system for traceability and product security through the establishment including receipt and dispatch records</p> <p>any relevant attachments outlined in sections D and E (if applicable)</p>

**Post or email your application**

Certificate Management Group  
 Department of Agriculture, Water and the Environment  
 GPO Box 858  
 Canberra ACT 2601  
 Email: [exportestablishment@awe.gov.au](mailto:exportestablishment@awe.gov.au)

**More information**

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

Web: [agriculture.gov.au/export/controlled-goods/plants-plant-products/plantexportsmanual](http://agriculture.gov.au/export/controlled-goods/plants-plant-products/plantexportsmanual)

**Section B: Applicant****1 Name of occupier****2 Australian business registration**

Australian Business Number (ABN)

Australian Company Number (ACN)

**3 Registered establishment number (if applicable)****4 Establishment physical address**

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

**5 Person authorised to sign this form (must be listed in management and control of the establishment)**

Title

Given name(s)

Family name

Work phone (include area code)

Mobile phone

Email

## Section C: Registered operations and functions

Indicate the plant export registered operations and/or functions you wish to register for or add to your existing registration by selecting one or more boxes from the 'Add' column. Indicate the registered operations and/or functions you wish to remove from your existing registration by selecting one or more boxes from the 'Remove' column.

For further information see the Reference: [Registered operation and function codes for plant export registered establishments](#).

### Grain registered operations

Remove Add

Packing cotton (PKCOTT)

Inspecting cotton (INCOTT)

Packing fodder (PKFODD)

Inspecting fodder (INFODD)

Packing forest products (PKFRPR)

Inspecting forest products (INFRPR)

Packing grain and seed (PKGRAI)

Inspecting grain and seed (INGRAI)

Packing nuts (PKNUTS)

Inspecting nuts (INNUTS)

Packing processed plant products (PKPPLP)

Inspecting processed plant products (INPPLP)

### Grain registered functions

To apply for grain functions, you must also complete section D.

Remove Add

Automatic in-line hay sampling (GAIHS)

Export compliant goods storage (GECGS)\* for bulk plants and plant products (excluding horticulture)

Mobile bulk loading (GMBLO) for prescribed grain products and wood chips

Quality systems recognition (GQSR)\* for grain and other processed plant products (not horticulture)

\*Establishment must be already registered. Refer to the relevant policies for these registered functions in Section D below for more information.

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## Horticulture registered operations

Remove Add

- Inspecting dried fruit (INDFRU)
  - Inspecting fresh fruit (INFRUI)
  - Inspecting fresh vegetables (INVEGE)
  - Inspecting cut flowers and nursery stock (INCTNS)
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## Horticulture functions

To apply for horticulture functions, you must also complete section E

Remove Add

- Handling fruit fly pest free area (PFA) product outside of the PFA
  - Washing potatoes for the Republic of Korea (WAKRPO)
  - Industry inspections of horticulture for New Zealand (INNZFV)
  - Treating horticulture products for export to protocol markets
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# Section D: Grain registered functions

## Automatic in-line hay sampling (AIHS)

Remove Add

Do not submit this form unless you can comply with the requirements in the the [Plant Export Registered Establishment policy](#) and [Guideline: Inspection of hay and straw for export](#).

Your application must include:

Attached Standard Operating Procedure (SOP), which must contain a product flowchart and site map detailing the hay/ straw processing at the establishment from storage of unprocessed bales, processing of the bales, sample point to loading of compressed bales for export.

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## Export Compliant Goods Storage (ECGS) for bulk plants and plant products (excluding horticulture)

Remove Add

Do not submit this form unless you can comply with the requirements in the [Plant Export Registered Establishment policy](#) [Guideline: Export compliant goods storage](#) and [ECGS Reference Guide](#).

**Note that this grain registered function is only available to establishments which are already registered.**

Your application must include:

Attached documented sanitation and pest control measures

Attached the completed [Hazard Identification and Mitigation survey](#)

Attached the site map and aerial map of the establishment showing locations of major items such as inspection point, flowpath from inspection point to ECGS, proposed ECGS GPS coordinates, flowpath ECGS to point of export or transport, transfer of rejected goods into hospital bins, etc.

Attached a process flow chart including automatic sampler's location, inspection point, product flow from point of inspection to ECGS, from ECGS to the point of export, transfer of rejected goods into hospital bins and/or other alternative arrangements.

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## Mobile Bulk Loading (MBL) for prescribed grain products and wood chips

Remove Add

Do not submit this form unless you can comply with the requirements in the [Plant Export Registered Establishment policy](#) and [Guideline: Mobile Bulk Loading of prescribed goods for export](#).

Your application must include:

Attached Standard Operating Procedure (SOP), which must include:

- An aerial map of the establishment in relation to the local area
  - An establishment site map showing locations of main features including any consolidation points, sampling and inspection points, location of screens and mobile loading equipment at wharf
  - A process flow diagram/map showing all processes, inspection points, truck movement/path, including flow of rejected goods
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## Quality System Recognition (QSR) for grain and plant products (excluding horticulture)

Remove Add

Do not submit this form unless you can comply with the requirements in the [Plant Export Registered Establishment policy](#) and [Guideline: Quality system recognition of processed plant products for export](#).

**Note that this grain registered function is only available to establishments which are already registered.**

Your application must include:

Certificate of currency for any quality system/s independently audited

A plan of the establishment showing major items and the product flow path

Independent quality system audit reports from the last two years

Details of the sampling, packing and processing methods, including:

- The in-line sampling methods.
  - All processes that will remove or destroy pests and contaminants.
  - Storage facilities.
  - All packing process and the types of secure packaging that will be used.
  - An identity preservation system (for product traceability).
  - The storage periods of all product being applied for under QSR (meeting stated guideline timeframes).
  - All record keeping processes in place for the quality systems at the establishment.
  - All quality systems in place including all standards accredited and audit schedule for standards used
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## Section E: Horticulture registered functions

### Handling fruit fly pest free area (PFA) product outside of a PFA

Remove Add

Do not submit this form unless you can comply with the requirements in the [Plant Export Registered Establishment policy](#), [Guideline: Maintenance of phytosanitary security for horticulture exports](#) and [Reference: Performance standards for handling fruit fly PFA product outside of a PFA](#).

Indicate the type of approval you are applying for (select one or more boxes):

Deconsolidate fruit fly PFA products outside a PFA

Pack fruit fly PFA products outside a PFA

Inspect fruit fly PFA products outside a PFA

Treat fruit fly PFA products outside a PFA

Your application must include:

a documented system for deconsolidating, packing, inspecting and/or treating PFA products

a floor plan of the insect proof room that includes:

- room dimensions
- location and details of packing, inspection, treatment and other equipment or facilities
- position of all openings (including doors, windows, vents and ducts)
- door or entry design of the room, such as antechamber, knockdown area, airlock, double doors, automatic doors, rubber curtains, air curtains or other mechanisms
- if the room is a cool room, written evidence that it is held at 5°C or below.

### Washing potatoes for the Republic of Korea (Victoria only)

Remove Add

Do not submit this form unless you can comply with the requirements in the [Plant Export Registered Establishment policy](#) and the Korean potato protocol and work plan in the password-protected 'Documents' section in the Plants category of the [Manual of Importing Country Requirements](#) (Micor).

### Industry inspections of horticulture exports for New Zealand

Remove Add

Do not submit this form unless you can comply with the requirements in the [Plant Export Registered Establishment policy](#) and the industry inspection policy in the NZ Export Plan in the password-protected 'Documents' section in the Plants category of the [Manual of Importing Country Requirements](#) (Micor).

Please complete question 1 if you are applying to conduct industry inspections of horticulture for New Zealand (INNZFV) for the first time or to authorise someone new to conduct industry inspections within the premises.

Please complete question 2 if your establishment is currently registered to conduct industry inspections of horticulture for New Zealand (INNZFV) and you wish to remove a person or persons currently authorised to conduct industry inspections of horticulture for New Zealand within the premises.

#### 1 Provide details of those who will conduct industry inspections within the premises

Industry inspectors must complete the e-learning module HOR3002 Export Inspection of fruit and vegetables and are required to pass an audit before being approved (unless they are already an AO with a horticulture job function). Enrolment into the e-learning will occur on receipt of this application form. You must ensure that Industry inspectors send their certificate of completion to the department ([AuditServices@awe.gov.au](mailto:AuditServices@awe.gov.au)) when they have completed the e-learning prior to the next audit of your registered establishment.

Given name(s)

Family name

Email address for enrolment into e-learning

**2 Provide details of those authorised to conduct industry inspections within the premises to be removed**

Given name(s)

Family name

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**Treatment of horticulture products for export to protocol markets****Remove Add**

Do not submit this form unless you can comply with the requirements in the:

- [Plant Export Registered Establishment policy](#)
- [relevant treatment standards or methodologies](#)
- protocol and work plan in the password-protected 'Documents' section in the Plants category of the [Manual of Importing Country Requirements \(Micor\)](#)

Indicate the type of treatment you are applying for (select one or more boxes):

**Republic of Korea – Department of Agriculture, Water and the Environment audit only****Remove Add**

Onshore cold treatment for grapes

Methyl bromide fumigation for cherries from the mainland

Vapour heat treatment for mangoes

**New Zealand—Department of Agriculture, Water and the Environment audit only****Remove Add**

Dimethoate dipping for honeydew melons

Dimethoate dipping for rockmelons

Irradiation for approved commodities

Methyl bromide fumigation for capsicum

Methyl bromide fumigation for strawberries

Methyl bromide fumigation for watermelons

Onshore cold treatment for citrus

Onshore cold treatment for grapes

Onshore cold treatment for pears

SO<sub>2</sub>/CO<sub>2</sub> fumigation for grapes

**Vietnam—Department of Agriculture, Water and the Environment audit only****Remove Add**

Onshore cold treatment for cherries

Onshore cold treatment for citrus

Onshore cold treatment for grapes

The following protocol markets require treatment facilities to be jointly audited by Australia and the importing country prior to approval. All costs associated with the overseas auditor including travel, accommodation and allowances are borne by the registered establishment. For further information contact [horticulture.exports@awe.gov.au](mailto:horticulture.exports@awe.gov.au).

Under section 4-7 of the Export Control (Plants and Plant Products) Rules 2021, registered establishments must meet importing country requirements. If approved for the treatment function, this includes not carrying out the following treatment operations at the establishment until approval has been given by the importing country authority in accordance with the relevant protocol or workplan. The Department of Agriculture, Water and the Environment will notify the occupier when the relevant importing country approval has been given.

Indicate the type of treatment you are applying for (select one or more boxes):

**China – Department of Agriculture, Water and the Environment audit and China National Plant Protection Organisation (NPPO) audit****Remove Add**

Methyl bromide fumigation for cherries

Methyl bromide fumigation for citrus

Methyl bromide fumigation for nectarines

Methyl bromide fumigation for peaches

Methyl bromide fumigation/onshore cold treatment combination for apricots, nectarines, peaches and plums

Methyl bromide fumigation/onshore cold treatment combination for grapes

Onshore cold treatment for apricots, nectarines, peaches and plums

Onshore cold treatment for cherries

Onshore cold treatment for for citrus

Onshore cold treatment for for grapes

Vapour heat treatment for mangoes

**Japan—Department of Agriculture, Water and the Environment audit and Japan NPPO audit****Remove Add**

Methyl bromide fumigation for apples from Tasmania (Establishment must be in Tasmania)

Methyl bromide fumigation for cherries from Tasmania (Establishment must be in Tasmania)

Onshore cold treatment for citrus

Onshore cold treatment for grapes

Vapour heat treatment for mangoes

**Republic of Korea—Department of Agriculture, Water and the Environment audit and Republic of Korea NPPO audit****Remove Add**

Onshore cold treatment for citrus



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**Taiwan—Department of Agriculture, Water and the Environment audit and Taiwan NPPO audit****Remove Add**

Onshore cold treatment for cherries

Onshore cold treatment for citrus

Onshore cold treatment for grapes

Onshore cold treatment for nectarines

Onshore cold treatment for peaches

**Thailand—Department of Agriculture, Water and the Environment audit and Thailand NPPO audit****Remove Add**

Irradiation for persimmons

Methyl bromide fumigation for citrus

Methyl bromide fumigation for strawberries from Tasmania and Western Australia  
(Please note: the establishment must be located in Tasmania or Western Australia)

Onshore cold treatment for fruit fly host commodities

**United States of America (USA)—Department of Agriculture, Water and the Environment audit and USA NPPO audit****Remove Add**

Irradiation for lychees

Irradiation for mangoes

**Vietnam—Department of Agriculture, Water and the Environment audit and Vietnam NPPO audit****Remove Add**

Irradiation for cherries

Irradiation for citrus

Irradiation for grapes

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## Section F: Applicant declaration

I understand that:

- it is a criminal offence under the Criminal Code Act 1995 to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law
- a person may commit an offence or be liable to a civil penalty if they make a false or misleading statement in an application or provide false or misleading information or documents (see sections 136.1, 137.1 and 137.2 of the Criminal Code Act 1995 and sections 367, 368 and 369 of the Export Control Act 2020).

I declare that:

- the information I have provided is true and correct
- I have read and understood the privacy notice
- I consent to the collection, use and disclosure of their information to the relevant authorities in the importing country as outlined in the privacy notice.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

## Section G: Privacy notice

The Department of Agriculture, Water and the Environment collects your protected information including personal and sensitive information (as defined in the Privacy Act 1988) in relation to this form for the purposes of assessing your application and related purposes.

Your personal information will be used and stored in accordance with the Australian Privacy Principles.

### **When can we disclose your information?**

The department is authorised under the Export Control Act 2020 to assess your application and related purposes. Information collected by the department will only be used or disclosed as authorised under the Export Control Act 2020.

The department may disclose your personal information to relevant authorities in an importing country and other Australian agencies where necessary for these purposes, provided the disclosure is consistent with the Privacy Act 1988 and other relevant laws.

Your personal information may also be disclosed to relevant employees within your organisation for the purpose of approving your licence and to maintain the currency of your personal information for the purpose of the licence. In every case it will only be disclosed if authorised by the Export Control Act 2020.

The department has not taken steps to ensure that the relevant authorities in the importing country do not breach the Australian Privacy Principles. Relevant authorities in the importing country may not be subject to any privacy obligations or to any principles similar to the Australian Privacy Principles.

This means that:

- relevant authorities in the importing country will not be accountable under the Privacy Act
- you will not be able to seek redress from the department under the Privacy Act
- you may not be able to seek redress in the overseas jurisdiction.

### **What is personal and sensitive personal information?**

‘Personal information’ means any information or opinion about an identified, or reasonably identifiable, individual. Personal information that is collected under or in accordance with the Export Control Act 2020 is also ‘protected information’ under that Act.

‘Sensitive personal information’ is defined in the Privacy Act as a subset of personal information and means any information or opinion about an individual’s racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates.

### **Further information and contacts**

To learn more about accessing or correcting personal information or making a complaint:

Visit our Privacy Policy webpage: [awe.gov.au/about/commitment/privacy](http://awe.gov.au/about/commitment/privacy)

Email: [privacy@awe.gov.au](mailto:privacy@awe.gov.au)