

Contract of Services

<Date>

This document outlines the agreements reached between:

<Airline operator name> and <Treatment provider name>, for the disinsection treatment for flights departing to Australia and New Zealand.

- 1 <Airline operator> will ensure that <Treatment provider> has at all times the most up-to-date copy of the [Schedule of Aircraft Disinsection Procedures for Flights into Australia and New Zealand](#), and documentation identified in Appendix A.
- 2 <Treatment provider> will ensure that trained personnel have completed a course of training including no less than the following:
 - [Schedule of Aircraft Disinsection Procedures for Flights into Australia and New Zealand](#).
 - biosecurity requirements in relation to aircraft disinsection and the requirements of the <Airline operator> approved arrangement with the Department of Agriculture, Water and the Environment
 - procedures for the disinsection of the aircraft
 - requirements for chemicals used
 - Recordkeeping, including certification requirements.
- 3 <Treatment provider> will maintain records of training conducted and provide copies of those records to <Airline operator> when requested for audit purposes. <Treatment provider> will advise <Airline operator> the name of any person completing a course of training and forward a copy of the training certificate so details can be entered in the <Airline operator> register of trained persons.
- 4 <Treatment provider> will provide a copy, either electronic or hardcopy of the disinsection certificate issued to <Airline operator>. The electronic or hard copy must be carried on board and made available to an officer on request. <Treatment provider> will also retain a copy of any disinsection certificates for record purposes for 12 months and will make these available to an auditor when requested.
- 5 <Treatment provider> will maintain such records as are necessary to demonstrate that disinsection procedures have been carried out in accordance with the most up-to-date version of the [Schedule of Aircraft Disinsection Procedures for Flights into Australia and New Zealand](#). <Treatment provider> undertakes to produce such records to a <Airline operator> auditor or a Biosecurity Officer when requested to do so.
- 6 <Airline operator> will conduct audits of <Treatment provider> at least once a year and maintain records of these audits.
- 7 The Department of Agriculture, Water and the Environment reserves the right to access <Airline operator> and <Treatment provider> disinsection operations and records for the purpose of auditing.
- 8 <Any other requirements as required by either the airline operator or treatment provider – delete if none>.

Agreed contact officers from each party are shown below:

<Airline operator>

Name:	
Postal address:	
Phone:	
Mobile:	
E-mail:	

Signed _____ Date: _____

(For <Airline operator>)

<Treatment provider>

Name:	
Postal address:	
Phone:	
Mobile:	
E-mail:	

Signed _____ Date: _____

(For <Treatment provider>)