



2019-20 BMSB risk season
Safeguarding Arrangement Application Form

Company and applicant information

Company name: _____

Trading name: _____
(if different to company name)

Contact person: _____
Mr / Miss / Mrs / Ms, Other First name Last name

Address: _____
City State Postcode

Phone: _____ Email: _____

Q1. Is the company based in Australia? ☐ Yes ☐ No

Q2. If no to Q1, does the company have an Australian headquarters? ☐ Yes ☐ No

Q3. If yes to Q2, does the company have an Australian Business Number (ABN) and/or an Australian Company Number (ACN)? ☐ Yes ☐ No

Q4. If yes to Q3, provide the ABN/ACN: _____

*** If no, the department is unable to accept a Safeguarding Arrangement application as we require an Australian-based entity.**

Q5. If the company has a parent company, where is the parent company based? _____
City Country

Q6. Provide a brief description of the company's operations



High level overview of company operations

Q7. Are there any target high risk goods that are manufactured in a target high risk country? ☐ Yes ☐ No

Q8. Are there any target high risk goods that are shipped from a target high risk country? ☐ Yes ☐ No

If yes to either Q7 or Q8, please provide a full **Import Data Report** for the company's import activities during the last BMSB season (1 September 2018 – 30 April 2019) that can be obtained from Australian Border Force (gstreport@abf.gov.au).

Please note: a Safeguarding Arrangement can only apply to target high risk goods that are either manufactured in, and/or shipped from a target risk country. The Import Data Report will be used to confirm the import history for the company in consideration with the BMSB seasonal measures.

Please ensure the full Import Data Report includes the specific tariff codes, supplier ID and importer IDs that you would like included under a Safeguarding Arrangement.

Q9. What cargo modes does the company use? ☐ Sea freight ☐ Air freight ☐ Rail ☐ Road

Q10. If the company uses sea freight, what cargo types does it use in its supply chain(s)?

☐ BB ☐ FCL ☐ FCX ☐ LCL* ☐ FAK* ☐ Other (please specify) _____

BB = Break Bulk, FCL=Full Container Load, FCX = Full Container Consolidated, LCL = Less than Container Load, FAK = Freight of all Kind

Please note: LCL and FAK consignments cannot be considered for a Safeguarding Arrangement and are subject to standard BMSB seasonal measures. Please visit the [BMSB website](#) for more information.

Q11. Does the company outsource any part of its supply chain(s)?

If yes, please check all that apply ☐ Yes ☐ No

☐ Brokerage ☐ Transport ☐ Warehouse ☐ Logistics ☐ Manufacture

☐ Other
(please specify) _____

Q12. Does the company have a minimum import volume of 50 containers or 5000 vehicles/units for each supply chain during the BMSB season? ☐ Yes ☐ No

If no, these supply chains cannot be considered for a Safeguarding Arrangement.

Q13. Does the company own, rent or control any of the physical premises where goods are manufactured, dispatched, received, and/or stored?

☐ Own ☐ Rent ☐ Control ☐ Other (specify) _____

Q14. Does the company have more than one supply chain to be considered under a Safeguarding Arrangement? ☐ Yes ☐ No

If yes, list all the supply chains to be considered for a Safeguarding Arrangement.

IMPORTANT: Please complete Attachment A for each supply chain to be considered for a Safeguarding Arrangement



Information about supply chains

Information about transportation of the goods

Q15. How will the goods be transported from the point of manufacture or storage to the point of embarkation?

☐ Road ☐ Train ☐ Air ☐ Sea ☐ Other (specify) _____

Q16. Will all the goods identified above be transported in sealed six hard sided containers? *(the containers must remain secure with seals intact)*

☐ Yes ☐ No

Q17. If the goods are stored in a container, does the container conform to container cleanliness standards?

☐ Yes ☐ No

Q18. Will the mode of transport be within a target risk country?

☐ Yes ☐ No

Q19. Will the mode of transportation time exceed 120 hours to the port of export?

☐ Yes ☐ No

Information about shipping of the goods

Q20. How will the goods be shipped to Australia from the port of export?

☐ BB ☐ FCL ☐ FCX ☐ LCL* ☐ FAK* ☐ Other (please specify) _____

*BB = Break Bulk, FCL=Full Container Load, FCX = Full Container Consolidated, LCL = Less than Container Load, FAK = Freight of all Kind
Please note: LCL and FAK consignments cannot be considered for a Safeguarding Arrangement and are subject to standard BMSB seasonal measures. Please visit the [BMSB website](#) for more information.*

Q21. If shipped as FCL or FCX, what type of containers are the goods shipped in?

☐ Open Top ☐ Flat Rack ☐ Sealed six hard sided

Q22. If shipped as break bulk, or in open top or on flat rack containers, how long are the goods stored at the port of export? *(please specify in days)* _____

Q23. Will the goods be transhipped or hubbed through other countries on the way to Australia?

☐ Yes ☐ No

If yes, please list the ports and countries _____

Other certification and accreditation information

Q24. Provide any details of current certification, Australian Government, or international accreditation relating to biosecurity, and supply chains.

Please attach evidence of relevant certification and/or accreditation.

Auditing and records management

Q25. Does the company undertake auditing activities?

☐ Yes ☐ No

Q26. If yes, are the audits conducted by internal or external auditors?

☐ Internal ☐ External



Australian Government
Department of Agriculture

Q27. Does the company have processes in place to manage non-conformities that are identified? ☐ Yes ☐ No

Q28. Does the company agree to share the results of audits with the department? ☐ Yes ☐ No

Q29. Does the company maintain and keep records for the specified recordkeeping requirements? ☐ Yes ☐ No

Q30. If yes, how are they stored?

☐ Onsite ☐ Offsite ☐ Electronically ☐ Paper files ☐ Systems

☐ Other (please specify) _____

Q31. Are the records kept by the company in English? ☐ Yes ☐ No

Q32. If no, will the company make the records available in English to the department if requested? ☐ Yes ☐ No

Disclaimer and signature

I certify that, to the best of my knowledge, the answers in this application for a Safeguarding Arrangement with the Australian Government Department of Agriculture are true and complete.

Signature _____

Name _____

Position _____

Company _____

Time taken to complete application _____



ATTACHMENT A

Site details for each supply chain

Please complete this table for each supply chain to be considered for Safeguarding Arrangement

Name of supply chain _____

Information about the site

Type of site ☐ Manufacture ☐ Warehouse ☐ Transport ☐ Distribution

☐ Other (please specify) _____

What is the Supplier ID of this site? _____

Please ensure you attach the full Import Data Report for this Supplier ID, which includes the Importer IDs and tariffs that you wish to apply Safeguarding Arrangements for this site.

Q1. Location of the site _____
City Country

Q2. Provide a Google Earth image of the site (URL) _____
Please include both an aerial shot and street view image URL

Q3. Is this site in a rural location? ☐ Yes ☐ No

Rural location is a rural area or countryside in a geographic area that is located outside towns and cities. In general, whatever is not urban is considered rural. Agricultural areas are commonly rural, as are other types of areas such as forest.

Q4. Is there vegetation within 5km of the site? ☐ Yes ☐ No

Q5. What is the port of export used by this site? _____
Port Country

Q6. What is the distance from this site to the port of export? (Specify this in km) _____

Q7. Are there biosecurity/hitchhiker pest controls at this site? ☐ Yes (evidence attached) ☐ No

What type of security is in place at this site? (select all that apply)

☐ CCTV ☐ Security personnel ☐ Fencing ☐ Other (specify) _____

Q8. Are there training procedures about biosecurity/hitchhiker pest risk in place at this site? ☐ Yes (evidence attached) ☐ No

Q9. Are there third party screening procedures in place at this site? ☐ Yes (evidence attached) ☐ No



Information about storage of goods after manufacture or construction

Q10. Are there goods that are stored after manufacture or construction that exceeds 120 hours?

☐ Yes ☐ No

Q11. What is the length of storage (*specify this in days*) _____

Q12. Where are the goods stored? (*select all that apply*)

☐ Outside ☐ Warehouse ☐ Container ☐ Other (*specify*) _____

Information about storage of goods after receipt

Q13. Are there goods that are stored after manufacture or construction that exceeds 120 hours?

☐ Yes ☐ No

Q14. What is the length of storage (*specify this in days*) _____

Q15. Where are the goods stored? (*select all that apply*)

☐ Outside ☐ Warehouse ☐ Container ☐ Other (*specify*) _____



CHECKLIST PRIOR TO SUBMITTING

Document/evidence checklist

Refer to this checklist to ensure all relevant information has been attached prior to submitting.

Please ensure all documents provided are in English.

Security procedures ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Offshore biosecurity/hitchhiker
pest control procedures ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Third party screening procedures ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Training procedures ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Contingency plans encompassing
all supply chains ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Full Import Data Report ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

All supplier IDs, Importer IDs
and tariffs to be considered ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Certification and accreditations ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Site images ☐ Yes ☐ No _____
Provide a reason why evidence is not attached

Please note: if you will be sending files that exceed 20MB, please contact the Safeguarding Arrangements team at safeguarding@agriculture.gov.au prior to submitting your application.

IMPORTANT - Please review your application and ensure all necessary information has been provided.
Failure to include the necessary evidence may result in processing delays for the application.