



21 December 2012

**INDUSTRY ADVICE NOTICE NO: 2012/55**

**Plant Exports – DAFF Contacts**

**Christmas & New Year 2012/13**

During the Christmas and New Year period of 2012/13, DAFF Plant Exports offices will be either closed or manned with reduced staff and hours. Confirmed appointments for inspections over the Christmas/ New Year period will be serviced in accordance with arrangements made with the relevant DAFF Plant Exports office and overtime charges will be applied for inspections out of normal business hours. The DAFF office in Canberra will be closed during the Christmas / New Year period.

The following business hours and contact arrangements have been put in place by the DAFF Plant Exports regional offices:

Monday, 24 December 2012	Normal office hours	All DAFF Plant Exports offices open
Tuesday, 25 December 2012	Public holiday – Christmas day	All DAFF Plant Exports offices closed
Wednesday, 26 December 2012	Public holiday - Boxing day	All DAFF Plant Exports offices closed
Thursday, 27 December 2012	APS Public holiday	Regional office arrangements Overtime will not apply
Friday, 28 December 2012	APS CA day	Regional office arrangements Overtime will not apply
Monday, 31 December 2012	APS CA day	Regional office arrangements Overtime will not apply
Tuesday, 1 January 2013	Public holiday - New Year day	All DAFF Plant Exports offices closed
Wednesday, 2 January 2013	Normal office hours	All DAFF Plant Exports offices open

Overtime inspections can be arranged by contacting your DAFF Plant Exports office prior to Tuesday 25 December 2012. Contact the relevant regional DAFF Plant Exports office for specific arrangements relating to cut off times; details are available from the following website - <http://www.daff.gov.au/aqis/about/contact/plants-plant-products>.

Urgent after hours contacts during the Christmas and New Year period of 2012/13 are:

Canberra:

Horticulture Exports Program: 1800 020 504

Grain & Seed Exports Program: 0428 776 626

Plant Exports Operations electronic export certification (EXDOC): Regional DAFF Plant Exports office contact

Central East region (New South Wales, excluding the Riverina): 0407 259 604

South East region (Victoria, SA Riverland & NSW Riverina): 0407 914 561

North East region:

South Queensland – 0408 428 754

Gladstone & Bundaberg – 07 4972 0461

Townsville – 0407 571 347

Mackay – 0427 861 911

Northern Region

Cairns – 0417 749 256

Darwin – 0417 823 516

South West region (Western Australia): 0408 248 377

South West Region (South Australia, excluding the Riverland): 0409 280 521

Tasmania: 03 6233 3352.

Kylie Calhoun

Assistant Secretary

Plant Export Operations