Australian Government

Department of Agriculture, Fisheries and Forestry

Plant Exports Management System Information for industry, exporters and Authorised Officers

What is PEMS?

The Plant Export Management System (PEMS) is an IT system that is used by the Department of Agriculture, Fisheries and Forestry, to capture and store information relating to the export of plants and plant products from Australia.

How will PEMS help me?

PEMS aims to streamline the plant export inspection documentation process for clients and third party AOs by reducing the need for manual submission and processing of inspection documentation.

PEMS allows:

- **third party AOs** to enter and submit inspection results, and any supporting documentation, to the department via the system.

- **exporters and EDI users** to view their Request For Permits (RFPs) in PEMS and upload supporting documentation directly into the system, post-inspection.

- **export registered establishments** to view and download inspection records from all inspections conducted at their establishment.

Key points

- PEMS is an IT system that captures and stores plant export inspection information.

- PEMS is available for industry use.

- PEMS aims to streamline the plant export inspection documentation process for clients and third party AOs.

- PEMS supports inspections for almost all plant export job functions.

- User guides and factsheets are available.

What inspections does PEMS support?

PEMS supports inspections for:

- plants and plant products, including for protocol markets and nursery products
- empty bulk vessels and empty containers
- calibration and loading of containers for in-transit cold treatments
- Quality Systems Recognition (QSR).

Will I still need to submit manual documentation?

If an inspection or calibration has been recorded in PEMS, there is no requirement to email copies of the PEMS record or any supporting documents to the department. There is also no requirement to print and retain PEMS records or keep copies of supporting documents that have been uploaded into PEMS.

Manual records will be accepted during unplanned PEMS outages, or where PEMS does not support particular plant export inspection records.

More information about manual record requirements is available on the PEMS webpage.

How will I know how to use it?

Video tutorials are available for AOs and can be accessed through your Learnhub account. These short, step-by-step instructional videos show you how to use PEMS to complete your inspection and calibration records and can be viewed as often as required.

User guides and factsheets are available on the PEMS webpage www.agriculture.gov.au/pems.

When can I start using PEMS?

Clients and AOs can register for access to PEMS.

Please ensure that you have read the relevant user guide and are confident you understand the system, before registering and using PEMS.

For further information about how to register, see the PEMS webpage.

For more information

- For more information please visit www.agriculture.gov.au/pems.
- For general PEMS enquiries and technical support contact PEMS@agriculture.gov.au.
- For PEMS registration enquiries contact PlantExportTraining@agriculture.gov.au.
- To receive Industry Advice Notices about PEMS please subscribe at www.agriculture.gov.au/subscriptions.