



REFERENCE

Performance standards for farms

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Purpose of this document

This document:

- outlines the performance standards farms must meet to gain and maintain horticulture export accreditation
- must be read in conjunction with the Guideline: [Audit of horticulture export accredited properties](#).

Definitions

The following table defines terms used in this document.

Term	Definition
Checklist item	Required tasks that have specific performance standards that must be met by farm managers.
Documented system	A written document that: <ul style="list-style-type: none"> • defines the processes and procedures for work tasks conducted by farms • includes the records that confirms the process is being followed.
Performance standards	A benchmark derived from legislation and departmental requirements against which actual performance of third parties is measured

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Performance standards

The manager of the farm must ensure that the following performance standards are met.

General requirements

The following table outlines the performance standards for the general requirements for farms.

Checklist items	Performance standards – general requirements	Non-compliance rating	Examples of evidence (guide only)
1.1 Legislation and obligations	<ul style="list-style-type: none"> • Has access to the current and relevant accredited properties performance standards. • Explains notification requirements for changes to accredited property (management changes, operational changes etc.). • Has evidence of property's accreditation (only relevant if currently accredited). • Where required, has notified the department when a pest of concern was detected. 	<ul style="list-style-type: none"> • Minor or • Major 	<ul style="list-style-type: none"> • Online or manual accreditation notification • Access to relevant accredited properties guidelines and performance standards
1.2 Importing country requirements	<ul style="list-style-type: none"> • Has a current copy, or can access, the protocol and/or work plan. • Explains (or demonstrates) where to access importing country requirements. • Explains importing country requirements for relevant countries. 	<ul style="list-style-type: none"> • Minor or • Major 	<ul style="list-style-type: none"> • Micor online access • Industry manual • Knowledge of protocols/workplans
1.3 Identification	<ul style="list-style-type: none"> • Is able to identify physical location of blocks. • Supplied farm maps are found to be accurate through the site inspection. 	<ul style="list-style-type: none"> • Major or • Critical 	<ul style="list-style-type: none"> • Supply of farm location map • Identifies blocks using location map during site inspection
1.4 Traceability	<ul style="list-style-type: none"> • Has demonstrated traceability from harvest through to dispatch. • Maintains traceability records to the next accredited property or registered establishment in line with Guideline: Maintenance of phytosanitary security for horticulture exports. 	<ul style="list-style-type: none"> • Minor or • Major or • Critical 	<ul style="list-style-type: none"> • Harvest record • Delivery docket • Bin/lugg card • Consignment note • Online system

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Checklist items	Performance standards – general requirements	Non-compliance rating	Examples of evidence (guide only)
1.5 Training	<ul style="list-style-type: none"> Staff (including pickers) have been trained in the departmental standards and protocol requirements relevant to their functions if the product is field packed into export packages. <p>Note: Some protocols require farm staff (pickers) to be trained even though product is packed in the packhouse, for example table grapes to China.</p> <ul style="list-style-type: none"> Training records have been kept for staff when required. Training records contain <ul style="list-style-type: none"> details of the training undertaken date the training was completed name of the individual that was trained. 	<ul style="list-style-type: none"> Minor or Major 	<ul style="list-style-type: none"> Harvest induction training record Staff training record Work instruction Signage Packhouse guidance correspondence for growers

Pest and disease control

The following table outlines the performance standards for pest and disease control for farms.

Checklist items	Performance standards – pest and disease control	Non-compliance rating	Examples of evidence (guide only)
2.1 Pest and disease management	<ul style="list-style-type: none"> Has measures in place to manage pests and diseases that meet exporting country requirements. Demonstrates pest and disease management measures by providing records of all activities. Example: Crop monitoring records. 	<ul style="list-style-type: none"> Minor or Major or Critical 	<ul style="list-style-type: none"> Visual inspection Industry specific manual Crop monitoring records until end of harvest Spray application records/diary Online system records
2.2 Records	Has current copies of all pest and disease management records.	<ul style="list-style-type: none"> Minor or Major or Critical 	<ul style="list-style-type: none"> Crop monitoring records Spray application records/diary Farm diary/notes Online system records

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Checklist items	Performance standards – pest and disease control	Non-compliance rating	Examples of evidence (guide only)
2.3 Crop monitoring	<ul style="list-style-type: none"> • Is using an approved crop monitor. • Explains when monitoring is to begin and cease. • Monitoring occurs during the correct timeframes. • The correct pests and diseases of quarantine concern are being monitored for. • Implements controls for <ul style="list-style-type: none"> ○ specific pest requirements ○ following crop monitor reports. 	<ul style="list-style-type: none"> • Minor or • Major or • Critical 	<ul style="list-style-type: none"> • Supply of crop monitoring records which cover quarantine pests and diseases of concern as per protocol/workplan requirements • Crop monitoring records detailing commencement dates • Crop monitoring training certificate or record • Spray application record/diary • Farm diary/notes • Online system records
2.4 Chemical control	<ul style="list-style-type: none"> • Where chemical controls are used, complies with state and commonwealth legislation. • Spray records are kept, and include <ul style="list-style-type: none"> ○ application date ○ name of product ○ concentration/application rate ○ accreditation number of the farm (or blocks treated), or a system to link the identified treatment area to the accredited block numbers ○ name of person who conducted the treatment. • Chemical spray records correspond to pest detections. 	<ul style="list-style-type: none"> • Minor or • Major 	<ul style="list-style-type: none"> • Spray application records/diary • Chemical labels

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Harvest requirements

The following table outlines the performance standards for harvest requirements for farms.

Checklist items	Performance standards – harvest requirements	Non-compliance rating	Examples of evidence (guide only)
3.1 Hygiene	<ul style="list-style-type: none"> • Has demonstrated harvest practices to maintain good hygiene and prevent contamination. <p>Note: Practices may include:</p> <ul style="list-style-type: none"> ○ cleaning picking bins if not undertaken at the packhouse ○ weed control ○ managing abandoned blocks in the accredited farm to manage the risk of cross contamination to accredited blocks ○ measures to manage rotting product on the ground after harvest to reduce the risk of cross contamination to remaining product ○ other measures specified in importing country requirements. <ul style="list-style-type: none"> • Record the commencement and completion of harvest dates for accredited blocks. • Where product is field packed into the final export carton the packaging must be appropriate for the product being packed, strong to withstand handling, clean, new (or if used, must be reconditioned for each subsequent use to ensure it meets all other packaging requirements), free from pests and compliant with importing country requirements. 	<ul style="list-style-type: none"> • Minor or • Major 	<ul style="list-style-type: none"> • Visual inspection • Industry manual • Documented processes • Spray application record/diary detailing weed control sprays • Farm notes/diary detailing harvest dates • Export cartons if field packed

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Related material

The following related material is available in the [Plant Export Operations Manual](#) on the department's website:

- Guideline: *Audit of horticulture export accredited properties*
- Guideline: *Maintenance of phytosanitary security of horticulture prescribed goods for export*
- Guideline: *Management of horticulture export accredited properties.*

Contact information

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Document information

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The following table details the published date and amendment details for this document.

Version	Date	Amendment details
1.0	27/07/2018	First publication of this reference.
3.0	28/03/2021	Amended performance standards requirements Additional columns for non-compliance ratings and examples of evidence Amendments for commencement of the Export Control Act 2020 and associated Plant Rules