



CBC session 19-20/02
AEPCOMM EXPANSION – 26 AUGUST 2019
WEBINAR TRANSCRIPT

- David Pembroke: Hello everyone and welcome to today's webinar for the automatic entry processing for commodities expansion. My name is David Pembroke and I will be your facilitator today. This webinar is mandatory continued biosecurity competency session for accredited persons under the AEPCOMM approved arrangement. The objective of this webinar is to provide you with information regarding the expansion of AEPCOMM as well as updates on AEPCOMM lodgements during the brown marmorated stink bug season and eCert for imports. One of the panel members will go through the specific webinar outcomes a little bit later on.
- David Pembroke: Please have a copy of the class 19.2 requirements and conditions document that's version 8 ready as we will be referring to it throughout today's webinar. As this is a mandatory CBC session, there will be an assessment component to it. For the assessment, you will need access to the requirements and conditions document as well as your BICON AEPCOMM user access account. The assessment will be available straight after the webinar through your CBC provider. So please contact them to access the material.
- David Pembroke: I need to stress that you are required to successfully complete the training and that includes the webinar and assessment prior to lodging any of the new commodities through AEPCOMM. Lodgement of new commodities through the AEPCOMM arrangement prior to successfully completing your assessment will be considered noncompliant. As you can see from the table on the slide, you have until the 1st of December 2019, to undertake the assessment. The new commodities are available in the system from today.
- David Pembroke: Now with all the information out of the way, I'd like to introduce our panel members for you today. We've got Angus Martin, Ben Rowntree and Katya Guerra from the department of agriculture's compliance division. Welcome to each of you. [crosstalk 00:02:29]. Angus, would you take us for a run through the specific outcomes for today's session?
- Angus Martin: Sure David, we have 4 main learning outcomes that we'd like to achieve in today's webinar. These are listed on the slide. The first outcome for this session is for accredited persons to demonstrate an understanding of the correct process for determining commodities or pathways in scope of AEPCOMM. The second outcome is for the accredited person to demonstrate awareness of the changes to the 19.2 requirements and condition document, including the commodities that have been added to the scope of AEPCOMM. The third



outcome is for the accredited person to demonstrate the ability to utilise and interpret the required resources for processing new commodities under the AEPCOMM arrangement.

- Angus Martin: The fourth and final outcome for this webinar is for accredited persons to demonstrate an understanding of the AEPCOMM compliance model and how it applies to new commodity groups. We'd also like to take the opportunity to provide an update on improvements being processed for the next BMSB season and to communicate some exciting developments in the eCert for import space.
- David Pembroke: Great. Thanks Angus. So let's get started. As I understand it, there are 2 resources that accredited persons need to refer to for determining if a commodity is in scope of the AEPCOMM approved arrangement. And these are the requirements and conditions for approved arrangement class 19.2 automatic entry processing for commodities (which is appendix 2); and the biosecurity import conditions system (which is the AEPCOMM user access account). So these are more commonly known to you as the 19.2 requirements and the conditions ... Sorry, requirements and conditions document and BICON respectively. So Katya, I believe you are covering us with the process.
- Katya Guerra: Yes, David. First we need to stress that accredited persons must refer to both resources for determining if a commodity can be processed through AEPCOMM. This is to ensure they comply with import declaration requirements and to reduce the risk of lodging out of scope commodities through the arrangement. Hence managing the biosecurity risk adequately. Appendix 2 of the 19.2 requirements and conditions provide some information to assist you in determining commodities and commodity pathways in scope of AEPCOMM. We'll use an example to go through this process.
- Katya Guerra: Let's say I have a consignment of milled rice from Thailand for human consumption. The consignment is an FCL and the rice is bagged in 20 kilo bags. As an accredited person, I first referred to the 19.2 requirements and conditions. If you'd like to go through to page 14 of the requirements document table one. This table gives us a good idea of in scope pathways. So I go to rice, as you can see, there are no restrictions on what country the rice is from. Then I look at the mode of transport and FCL is included in the scope.
- Katya Guerra: We need to mention that in this version of the document, we have removed the AEPCOMM codes from this table. This is to ensure accredited persons refer to their BICON AEPCOMM user access accounts to determine the appropriate AEPCOMM code in any other details contained in the system for that pathway as well as to reduce the incidence of noncompliance and possible biosecurity risk. Okay, so at this stage I know that I may be able to lodge this consignment under the arrangement. However, I still don't know if the documentation that



has been provided to me is acceptable and if the BICON pathway is included in AEPCOMM.

- Katya Guerra: Let's now go to the milled rice for human consumption section. Section 8 of the document. It tells us that the BICON case containing pathways approved under the arrangement is the rice for human consumption or processing. Then it goes on to state that the arrangement can be used for declarations of milled rice imported for human consumption. This would rule out rice for processing. Milled rice imported as FCL cargo in bags less or equal to 25 kilos and milled rice grain where the outer hull has been removed. It also tells you that if BICON stipulates that, a phytosanitary certificate is required, we must record the certificate number in the good description field in the ICS.
- Katya Guerra: We now check the tariff, and it's in scope so it looks like we will be able to lodge the consignment through AEPCOMM. Our next step here would be signing into to our BICON AEPCOMM user access account to ensure the commodity meets import requirements and that the pathway is included. Okay, let's have a look. We search for rice and referred to the BICON case Rice for human consumption of processing, as indicated in the Requirements and conditions document. We click on the case and answer the import questions.
- Katya Guerra: Let's have a look research. Sorry. Our consignment is non retorted mill rice belonging to the Oriza species and the goods have packed in an FCL from Thailand. Once we have answered all the import questions, BICON will display the import conditions for that pathway. Warnings and information notices will indicate if the pathway is included in the arrangement. You will find that some of the conditions may be specific for AEPCOMM. For example, have a look at condition 'i' where the red arrow is pointing. It states that if you use AEPCOMM, the documentation must be available at the time of inspection.
- Katya Guerra: Next, BICON goes onto the onshore assessment section. We know that our rice is packed in 20 kilo bags therefore we ticked Bagged in quantities less or equal to 25 kilos. Once we have said yes, we are using AEPCOMM to process the consignment BICON will provide the appropriate outcomes for this pathway. From this we know that an inspection is required and that the AEPCOMM code is INS for inspection. It also tells us that the inspection can occur at a site that is class 1.1, 1.3 or 2.2. At this point we would lodge our import declaration entering all the relevant details in the system.
- Katya Guerra: In this case, this would be the phytosanitary certificate number in the good description field, the AEPCOMM code INS, and an appropriate class site ID where the inspection will take place. If your lodgement has been done correctly, this would cause an inspection direction to be issued, and emailed to you by the system which would need to be passed onto relevant entities if applicable. We need to emphasise that referring to your BICON AEPCOMM user access account



is a condition for operating the arrangement. Incorporating AEPCOMM codes into BICON was designed to provide you with decision making support and is the only resource that allows you to determine the correct AEPCOMM code.

Katya Guerra: You cannot do this by using the public view of BICON or by looking at the requirements and conditions document. Choosing not to go through this process is regarded as a noncompliance, not to mention the risk of introducing a pest or disease into Australia.

David Pembroke: Okay. Thank you very much Katya. So that covers our first outcome for today and just a reminder to all the participants to send your questions in if you do have any. And if we don't get to answer your questions now, the team will post the answers on the Training and accreditation for approved arrangement's web page later. Now we do have a couple of questions coming in and the first of those questions is, what happens if you forget to enter information like the phytosanitary certificate number in the goods description field, would AEPCOMM still work?

Angus Martin: All right, thanks David. I'll answer this. If you forget to enter the required information such as a phytosanitary certificate number or a certain number or VIN number in the VIN field, it is unlikely to stop your AEPCOMM lodgement from going through. However, it is the condition of the arrangement that you must enter the cert number in the goods description field and you may be subjected to the noncompliance by not doing so.

David Pembroke: Okay, very good. And as I say, if you do have questions please, at the bottom of your screen you will see the opportunity there at the Q & A box. So make sure you type them in and the team will get to them through the presentation today. But we do have another question and this question is, how do we know what outcomes are available for a commodity group if the outcomes have been removed from the requirements document?

Katya Guerra: I'll take that one David.

David Pembroke: Okay Katya. Great.

Katya Guerra: The requirements and conditions document still provides a guide as to whether a commodity or commodity pathway is in scope of AEPCOMM. However, you are required to log onto your BICON AEPCOMM user access account to verify the commodity pathway is actually in scope and to obtain the relevant AEPCOMM code.

David Pembroke: Okay. And look just a final question before we move on, how do we know what outcomes are available for a commodity group if the outcome ... Oh sorry, that was the question that I've just asked. So I'll move down to the next question.



Does the original docs, example: the phyto, need to be cited or copy should be enough to lodge?

Ben Rowntree: Oh I can do that one David if you like.

David Pembroke: Okay, great. Thank you.

Angus Martin: It depends on the commodity. And yeah, for fresh produce for instance, the original documents are required. But that should be specified in BICON in most instances. But the department can request the original documents at any time. So it is best to have those on hand.

David Pembroke: Okay. Fantastic. Thanks very much for that. So keep the questions coming. But next we are having a look at what's new. The changes in the 19.2 requirements and conditions document and commodities that have been added to the scope of AEPCOMM. And I believe you're covering that Ben.

Ben Rowntree: Yeah. Thanks David. In this session we would like to point out some important changes to the 19.2 requirements and conditions document. However, if you required data and information on what has changed across the documents, comparison guides from the different versions have been published on the AEP reform webpage for your convenience. Please refer to the 19.2 requirements and conditions document as we talk through it. As you know, this document sets out the requirements and conditions that BIPS an accredited persons need to meet to be approved and comply with the broker approved arrangements.

Ben Rowntree: So we have made some format changes to the document. These include splitting requirements into two parts, prerequisite requirements and conditions for operating the approved arrangements. The requirements referred to what's needed to become a broker approved arrangement. While the conditions refer to the obligations and procedures that must be met to operate under the arrangements. We've added requirements and conditions to the 19.2 requirements and conditions document to better reflect the procedures that are already being followed and in some cases to clarify expectations.

Ben Rowntree: All right, let's start by having a look at our requirements 4 and 5. They refer to the requirement of the BIP to have a multiple user access account in BICON and the need for the BIP to add contracted accredited persons to this account. As you know, this is how you get access to BICON AEPCOMM pathways and how codes are determined. As before, these conditions, requirements and procedures were already expected to be met as part of the current practice. What we've now done is to document them.

Ben Rowntree: Let's look at condition number 14. This condition now provides an explicit direction for something that was expected under the previous version.



Accredited persons must present all documentation assessed to self-direct the consignment to the department at initial request for documentation. This refers to activities regarding document assessment verifications. Therefore, it's important that you ensure all documents are provided on initial lodgement to the department when requested for verification. Conditions 16 and 17, these conditions were already in the previous version of the 19.2 requirements and conditions as requirement 16.

Ben Rowntree: However, we've now added more details so they are clear and easy to understand. They refer to the import declaration requirements for entering the AEI number for offshore treatment certificates, certificate type, and eCert number for government to government certificates where applicable. The AEI number is particularly important with relation to BMSB lodgements and the need to indicate offshore treatment has been completed to ensure your consignment may not be unnecessarily held for BMSB treatment concerns. Former requirement 5 is now conditions 20 and 21 relating to ensuring AIMS by security directions are carried out. Let's have a look.

Ben Rowntree: Condition 20, the BIP must ensure that biosecurity directions generated by AIMS are carried out, or arrange to be carried out within the designated AIMS direction timeframe. The BIP through the accredited person is responsible for the goods as the prime receiver of the AIMS direction and must do the following required by the direction. Arrange inspection activities, provide non broker approved arrangements with biosecurity directions to be carried out within the designated AIMS direction timeframe. For example, inspection or treatment locations, provide third parties other than AA sites with biosecurity directions to be carried out within the designated AIMS direction timeframe.

Ben Rowntree: Examples are transport logistic providers who move your containers, and present any documentation as specified on AIMS directions and when directed. Condition 21. Where a consignment is bypassed by security intervention, the BIP must be able to provide evidence that all relevant directions were passed to third parties within the designated AIMS direction timeframe. This condition refers to direction bypasses. If a direction has been overlooked, the department would like to know why it happened and whether the BIP has complied with their responsibilities. To be deemed as compliant against this condition, it's important that you retain these records.

Ben Rowntree: And finally, conditioned 26. Records and records or documents must be made available within one business day or as specified by the department where requested. The timeframe here was, under the old version, 2 business days. The reduced timeframe shouldn't be an issue as BIPs. Should be in possession of the documents used to do their assessment to lodge declaration through AEP. As mentioned before, most of these have been added to the requirements and



conditions document to reflect the procedure that BIPS and accredit persons are already following.

- David Pembroke: Great. Thanks a lot, Ben. As I mentioned in the introduction, the 19.2 requirements and conditions document has of course been amended to include the new commodities. So let's continue by introducing these and Angus, I believe you'll be running us through those.
- Angus Martin: Thanks David. Yes I will. We'll have a look at these in more detail soon, but in summary, the new commodities that have been added to the arrangement are Finfish, non-consumer ready, from all countries with an approved competent authority. Fish roe and caviar from all countries, starter cultures for human consumption, therapeutic or cosmetic use. Manufactured articles containing animal derived materials such as animal hair and feathers, prefabricated buildings including offices, accommodation units and caravans. Honey including honeycomb, unaccompanied personal effects including bequeathed goods and Boats imported as cargo.
- Angus Martin: It is important to note for commodities that are being imported as food for human consumption such as honey and seafood products, imported food legislation may apply. Clearing these consignments through AEPCCOMM will only address the biosecurity concerns. If your consignment is subject imported food profiles and you're required to lodge your documents through the cargo online lodgement system. In these instances, the officer will only assess the imported foods concerns and any AEPCCOMM directions will still apply in relation to the biosecurity clearance. To confirm if the import declaration has imported food concerns, refer to the ICS consolidated status screen as shown on the presentation.
- Angus Martin: In this example, the consolidated status is held and you can see impediment details related to imported food. To assist in reducing the risk of lodging out of scope commodities through AEPCCOMM in error, we've added a new community protection questions or CPQs to some of the new tariffs. These include tariffs for finfish as well as tariffs for prefabricated buildings. Please ensure you're paying attention when reading CPQs. You'll also notice that we've added the use of an aqis commodity code or ACC to the new commodity group manufactured articles containing animal derived material. This is to help narrow down an AEPCCOMM commodity under abroad tariff.
- Angus Martin: If you remember, ACC codes were introduced last year to indicate fresh onions and shallots. It is important to know that apart from these codes being indicated under the relevant section in the requirements and conditions document, you also indicate by BICON when required. Also, you may have seen recent industry advice notices regarding the change of import conditions for fresh garlic. As a



result of these changes, we have removed fresh garlic for human consumption from the scope of AEPCOMM.

David Pembroke: So Angus, as I understand it, the general process for lodging declarations are under the AEPCOMM arrangement hasn't changed, but we will go through the new commodities and point out some important information. Is that right?

Angus Martin: Yeah, that's right David. Let's have a look at the first commodity on the list. Finfish non consumer ready from all countries with an approved competent authority. This group formally included finfish from New Zealand, whole and non-consumer ready, and consumer ready finfish from all countries. Now, the group has been expanded to include the pathway for non-consumer ready finfish that is headless, gilled and gutted from all approved countries or countries with an approved competent authority. All pathways for this same group are found on the finfish for human consumption BICON case through your BICON AEPCOMM user access account. Some of the out of scope criteria for this subgroup, are consignments that belong to the Salmonidae family, are of personal use, are imported from international waters, are not from an approved competent authority and whole fish from countries other than New Zealand.

Angus Martin: Consignments of non-consumer ready finfish require a government certificate as per BICON to be able to be released. As shown on the presentation, a new CP question has been added to this group tariffs in relation to the government certificate. Now let's have a look at section 1.3 fish roe and caviar for human consumption. Fish roe and caviar was previously included under the finfish for human consumption but now it's been separated into its own subgroup. Similar to the finfish, only New Zealand fish roe and caviar was in scope of AEPCOMM. Now we have expanded this subgroup to include roe and caviar from all countries.

Angus Martin: The BICON case that contains AEPCOMM pathways for this subgroup is fish roe and caviar for human consumption. Please note that fish livers and milts and products from the family Salmonidae are out of scope. Documents must be provided to identify the consignment as per BICON requirements to be able to be released. Okay, now we'll skip a few pages onto the next commodity group. Commodity group 14, starter cultures. This is a new commodity group and includes approved starter cultures for human consumption, therapeutic or cosmetic use. For example, wine yeast, brewing yeast and yeast powder. Starter culture for laboratory use or whole seed, whole grain, or animal derived carrier other than lactose are out of scope. The approved pathways are indicated under the starter cultures and derivatives BICON case.

Angus Martin: This commodity requires a manufacturer's and importer's declaration which identifies the starter culture, end use and carrier as per BICON to be able to be released. The next group, commodity group 15, manufactured articles



containing animal derived material. Included in this group, are commercially manufactured articles containing natural animal fibers such as hair and feathers. For example, fibers such as wool from sheep, goats and camelids as well as animal bristles and feathers that are fully contained within the manufactured articles.

Angus Martin: Have a look at the in scope tariffs for this commodity, group table 18 to get an idea of what's included here. Articles or bedding such as quilts, pillows and cushions as well as brushes and mops. There are 2 BICON cases that cover these products. The BICON case for the natural fibers and derivatives of animal origin, contains the approved pathways for manufactured articles containing animal hair. These include goods for human use as well as goods for animal husbandry use. The second BICON case, feathers, contains the approved pathways for manufactured articles with feathers that are fully contained within the article. Products that require a permit and used products made of wool are out of scope. In general in scope pathways for these BICON cases require evidence that the products are clean and commercially manufactured.

Angus Martin: Another important piece of information for this group is that an ACC code, A N I M, for animal, needs to be entered in the ACC field in the ICS. The need to enter the ACC code is indicated in the requirements and conditions document as well as in the relevant BICON pathway. Now let's have a look at commodity group 16, prefabricated buildings. This group includes prefabricated offices, accommodation units and caravans that are either new or used with or without solid timber components. The BICON case prefabricated office accommodation units and caravans, will indicate the pathways in scope of the arrangement.

Angus Martin: In general, if the consignment is new, you will required documentation such as a manufacturer's declaration and treatment details amongst other commercial documents to be able to release the consignment. If the consignment is used, similar documentation is required. However, the expected outcome would be to direct it for inspection. Tariffs in this group are also subject to BMSB measures. If goods are from a target risk country, please ensure that you also refer to the BMSB hitchhiker pest BICON case when performing your assessment. Please note that prefabricated building and caravans that have untreated solid timber components are out of scope of the arrangement. And to help identify these consignments for AEPCOMM purposes, a new CP question has been added to this group's of tariffs.

Angus Martin: The question is, do you have documentation to verify that the goods do not contain solid timber or that the solid timber has been treated or manufactured within 3 months of export? Please ensure you answer the question accurately. Also, you'll notice that in the onshore assessment section of BICON, there is a specific reference to goods being delivered to rural locations needing a full unpack inspection. Inspecting goods at a metropolitan approved arrangement



removes the need for rural concerns to be declared for the container. And it is important to note this to avoid unnecessary directions being issued via AEP.

Angus Martin: Applying an inspection outcome in AEPCOMM, when you have also indicated rural NCCC concerns, will result in 2 directions being issued, a rural tailgate direction and a cargo inspection direction. So just something to be aware of. The next commodity group, number 17 is honey. This group includes consignments of honey and honeycomb. The BICON case, bee products indicates what pathway is included under AEPCOMM. AEPCOMM can be used for pure honey, honey products and honeycomb from all countries. A valid manufacturer's declaration as per BICON is required to be able to release the consignment. It's important to mention that honey products for entry into Western Australia where more documentation is required are out of scope.

Angus Martin: Please note that other products such as bee venom, propolis, royal jelly, bees wax or any other be derived products that require an import permit are also out of scope of the arrangement. The next commodity, group 18, is unaccompanied personal effects. This commodity group includes unaccompanied personal effects and bequeathed goods for personal use, that require an inspection, lodged on a full import declaration. The BICON case unaccompanied personal effects indicates that the available pathways for AEPCOMM. Personal effects for diplomatic personnel are out of scope of the arrangement. And last but not least, commodity group 19, is boats. This group includes new and used boats imported as cargo.

Angus Martin: Have a look at table 22. In scope include yachts and other sports vessels, rowing boats, canoes, inflatables, sailboats and other motorboats. Approved pathways for this commodity group are indicated in the imported sea going vessels BICON case. The range of documentation that is required for these consignments would depend on the import pathways. Documentation as specified in BICON will be required to be available at inspection for the inspecting officer to fully assess the biosecurity risk. This will be specified on the inspection direction. Tariffs for this commodity group are considered high risk for BMSB if imported from target risk countries but the relevant BMSB AEPCOMM pathways and AEPCOMM codes will be accessible during the BMSB season.

Angus Martin: It is important to note that it is a condition for the department to be notified of waterside discharge of break bulk boats prior to arrival. And therefore any requests must be submitted through COLS for assessment.

David Pembroke: Great. Thanks Angus. Very thorough and that gives us a good idea on how the scope has been expanded. So now we'll go through a practical example of the full process using the new commodities. Over to you Katya.



- Katya Guerra: Thanks David. Let's say I have an FCL consignment of frozen Scad fish from Vietnam that is not consumer ready but have had its head, gills and guts removed, and we want to process it through AEPCOMM. The non-commodity side is all compliant and taken care of. As per previous examples, we have confirmed in the 19.2 requirements and conditions document that the commodity appears to be in scope of the arrangement. And now I need to access BICON to confirm I can utilise AEPCOMM for this consignment. The requirements and conditions says we need to go to the finfish for human consumption BICON case.
- Katya Guerra: First we answer the import questions as per scenario, the fish are not from the Salmonidae family, and they're not consumer ready according to the definition in BICON. We also know that our consignment is commercial and not sourced from international waters. Its origin is Vietnam and it has had the head, gills and viscera removed. Vietnam is included in the list of permitted countries with a competent authority. So the import conditions stipulate that to clear the consignment, an official government health certificate must be presented for the consignment stating that the fish were processed in a premises approved by and under the control of a competent authority.
- Katya Guerra: The fish were eviscerated, the fish were subjected to an inspection system supervised by the competent authority. The head and gills were removed and the fish were thoroughly washed and that the product is free from visible lesions associated with infectious disease. We check our government's certificate and it complies with all of the above mentioned requirements. With all that information considered, BICON then provides an appropriate on shore outcome for this consignment, which is in this case is a release. The AEPCOMM code to input in the system is R E L. The system will then generate a release direction and email it to the nominated email address in the system.
- Katya Guerra: As mentioned before, we have added new CPQs to some tariffs to support the AEPCOMM process. Tariffs related to the non-consumer ready finfish will trigger a new CPQ in relation to the product having a health certificate from a competent authority that meets the requirements. And that's our process completed for this consignment.
- David Pembroke: Thanks Katya. So what happens if the health certificate provided was not from a competent authority? I'm assuming the certificate would not be acceptable. Will the system then tell me that the consignment can't be lodged through AEPCOMM? Or would it give me another option?
- Katya Guerra: If a commodity pathway is out of scope, the BICON pathway will not give you the choice to use AEPCOMM. This means that the warning and information notices will not mention AEPCOMM, and an AEPCOMM code will not be visible on the onshore outcomes page. For this particular example, the only approved



BICON pathway is when requirements are met, but other commodity groups include other outcomes such as inspection or treatment.

David Pembroke: Okay, that makes sense. And that's fair enough. So thank you. So we've got a question here in relation to one of the new commodity groups. What happens if you want to use AEPCOMM to lodge a product that contains animal bristles as well as wooden components?

Angus Martin: I'll answer that one, David.

David Pembroke: Okay, great.

Angus Martin: That would be a common scenario. The arrangement will allow you to lodge the import declaration. The accredited person just needs to ensure that all components in this case, wooden and animal components, meet the BICON requirements and that you're able to apply the same outcome in AEPCOMM code to both components.

David Pembroke: All right. And listen, just another reminder about those questions. We do have a lot to get through, but please, if you would, go to that button, submit your questions because the team will be providing answers post today's session. So if you do have a question, please post it there today. If we don't get to it during today's session because as I say, we do have a lot to get through, certainly we will then answer them at a later stage. So thanks to Angus for that. And also to you Katya. That's great. So next, we're going to talk about the AEPCOMM compliance model. Ben, over to you.

Ben Rowntree: Thank you David. We think it's important for accredited persons to be familiar with how compliance with the broker arrangements, NCCC and AEPCOMM, is monitored and how the compliance models work. These policies are detailed in the approved arrangements general policies (appendix 2) document that can be found on our website. As you know, ongoing compliance monitoring is primarily delivered through document assessment verification. This means that we will look at a percentage of import declarations you lodged through the broker approved arrangements to ensure you have followed the procedures outlined in the requirements and conditions documents. These import declarations are selected by the system depending on the verification level.

Ben Rowntree: For the AEPCOMM approved arrangement, the verification rates are applied to each individual commodity group separately. If noncompliance is found, it'll be classified as either minor, major, or critical. A minor noncompliance could be any administrative error that does not impact by biosecurity integrity. For example, failing to enter an aqis entity identify, or AEI number, in the integrated cargo system, or ICS, for an approved treatment provider. A major noncompliance could be any action or lack of which has led to biosecurity



requirements not being met but where the goods have had a biosecurity intervention. For example, the approved person accepts documentation that doesn't meet the requirements, but the biosecurity risk has been managed by mandatory inspection.

Ben Rowntree: A critical noncompliance could be any action or lack of, which has led to goods or would've led to goods requiring a biosecurity measure, being released without intervention. When noncompliance is identified, the BIP will be notified through an administration noncompliance advice notice AIMS direction to the email address nominated for AEP directions in ICS. The system will adjust the verification review levels for that commodity as per figure 4, in appendix 2 of the approved arrangements general policies, we will have a look at that figure soon. For more detailed information regarding what constitutes noncompliance, you can refer to the compliance classifications for broker class approved arrangements, also known as the compliance guide.

Ben Rowntree: A link to the information and document is found on the department's requirements for operating approved arrangements webpage. Let's continue with the compliance model figure 4. The compliance model rewards ongoing compliance through reduced intervention. For new approved arrangements or new commodity groups added to an arrangement, verification level start high, at probation level. Many of you would have experienced this when the BMSB group was added to AEPCOMM last season, where your first 10 lodgements would have been referred at the probation rate of 100%. After this, you would have noticed the verification rate reduced over time to 25%, or 1 in 4 thereabouts for 15 lodgements and then 5% for 5 lodgements and with continued compliance, you would have enjoyed an ongoing reduced rate at 1% .

Ben Rowntree: Had any noncompliance been detected over this period, then your review level would have increased according to the category of noncompliance and the figure on the screen. For example, if there was a minor noncompliance at the heightened rate of 25%, the referral rate would stay the same, but the compliance count for lodgements would restart. However, if you received a major noncompliance, then the review level would increase back to probation. If census review level is reached, then documents for this commodity group will remain at 100%. When you reach the census review level, details of the noncompliance and action to be taken will be specified on a corrective action request from the department's noncompliance assessment and response section. We need to mention here that all new commodity groups start at the probation level with the exception of the non-consumer finfish and fish roe because these are an expansion of an existing commodity group, seafood food for human consumption.

Ben Rowntree: Their review level will start at the standard rate. This will impact those brokers currently at the reduced review level. As stated earlier, the model rewards



ongoing compliance with reductions in intervention rates. Ongoing compliance through the review levels will allow a BIP to achieve intervention at the reduced review level, resulting in verification at 1% of lodgements for individual commodity groups.

David Pembroke: Okay, thanks Ben. That's a handy figure to refer to. So I guess really the take home message from that is that the verification levels for a new commodity will start high but proven compliance will get you to that reduced verification level of around 1%. So that's good to know. So next, we'll be looking at updates on AEPCOMM improvements for the upcoming BMSB season and developments in the eCerts for import space. Angus.

Angus Martin: Thanks David. We'd like to mention that in preparation for the upcoming BMSB season, we have addressed some issues and limitations experienced for AEPCOMM lodgements during the 2018-19 BMSB season. These include updating the BMSB hitchhiker BICON case to indicate pathways that are in scope of AEPCOMM, this eliminates the need to refer to an assessment guide, removing complexities with the LCLs clearance processes, expanding clearance space pathways.

Angus Martin: For example, providing additional treatment options and system improvements to reduce the number of AEP processing errors. The AEPCOMM updates to the BICON BMSB hitchhiker case will be available through your AEPCOMM user access account from the 1st of September 2019. It is envisaged, all other changes will be completed by the end of the month. Your BICON AEPCOMM user access account will allow you to view these pathways and support you and your decision making process. We're expecting all these improvements will make the AEPCOMM lodgement process during the BMSB season smoother.

Angus Martin: Further communications will be provided in the near future. You can find detailed information on BMSB on the seasonal measures for Brown Marmorated Stink Bug webpage on the department's website.

David Pembroke: Great. Thanks Angus. So before we continue with the content, we will take another question from the participants and that question is, most brokers would know the AEPCOMM code after doing a few shipments of the same goods. Is it actually necessary to log into BICON each time when you have a repetitive shipment? Who's going to answer that?

Angus Martin: Yeah it is a requirement that you refer to BICON to verify if a commodity is in scope of AEPCOMM and to get the correct AEPCOMM code. Once you're logged into your own account, BICON allows you to personalise your searches. This includes following BICON cases in the case of any changes, as well as bookmarking pathways that you may use often. There's a link under the help



section of BICON with task cards that provides further information on how to use BICON features.

David Pembroke: Great. Thanks Angus. Now listen, we do have so much content to get through today and we are very mindful of your time and we're very grateful for the fact that you've been able to set aside your time today. So just a reminder about those questions, we won't be able to get to any more of those questions today and I know many of you have lodged those questions. But indeed, those questions will be answered. I can guarantee you that. And they will be published on the training and accreditation for approved arrangements webpage later. So please come back at a later time and your question will be there and it will be answered. So apologies that we haven't been able to get to you today, but we do have a lot of content to get through so thank you very much. Now we're onto eCerts and Ben once again over to you.

Ben Rowntree: Thanks David. We'd like to use this webinar as an opportunity to provide an update on the progress we've made with electronic certification or eCert. For anyone who's not familiar with eCert, it is an electronic system that receives government to government generated phytosanitary and sanitary certificates. These eCerts are exchanged electronically direct from one overseas government agency to another. They contain the same information as the paper certificates currently issued. As seen on the image on the right of your screen, the exporting country approves and sends the eCert to our eCert system in Australia. From here, our officers are able to view and assess the certificate as they would a paper certificate.

Ben Rowntree: For accredited persons using AEPCOMM, both eCerts and paper certificates will continue to be issued while the department develops a capability to allow AEPCOMM accredited persons the ability to view individual eCerts. So who do we currently have any eCert exchange with? We have a long standing eCert exchange with New Zealand's ministry for primary industries for phytosanitary certificates. This exchange has been in place since November 2012. In April 2019, the department established a connection with Indonesia's ministry of agriculture agency for agricultural quarantine. We received both phytosanitary certificates and some sanitary certificates.

Ben Rowntree: What are the benefits to using eCert? Electronic certificates cannot be lost in transit unlike hard copies certificates. The government to government exchange ensures that certification is not fraudulent, this will be particularly valuable as we expand eCert to additional countries. And finally, the eCert exchange is nearly instant. Unlike a paper certificate, the electronic certificate takes as long as an email to arrive from the exporting country. This is unlike the paper certificate which may rely on the mail network or need to be with a shipment.



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- Ben Rowntree: What is happening with eCert for 2019-20 and beyond? Most recently on the 5th of August 2019, we expanded eCert with New Zealand's ministry for primary industries to include sanitary certificates. The only certificates this exchange doesn't cover, is for live animals and reproductive materials. In terms of future projects, the international plant protection convention or IPPC have established a global ePhyto hub for phytosanitary certificates. This will allow any country that is connected to the IPPC hub to exchange phytosanitary certificates electronically. Currently, this will allow us to exchange certificates with an additional 10 countries including Argentina, Chile, Netherlands, and the USA.
- Ben Rowntree: We are working towards establishing an exchange with the IPPC ePhyto hub in 2020 and we'll keep industry informed of progress. This will be a huge milestone for eCert exchanges. We also continue to work towards future opportunities to progress two way exchanges with other trading partners for both phytosanitary and sanitary certificates. Finally, what do you need to do if you get an entry that has an eCert? Accredited persons are reminded that as part of the minimum documentary and import declaration requirements policy and conditions of the broker approved arrangements, you're required to enter the certificate details when an eCert is available in your import declarations using data fields displayed on your screen. These fields are available in the ICS or third party software.
- Ben Rowntree: The aqis document type is a dropdown field used to select the relevant country and certificate type, for example, NZ phyto for New Zealand and phytosanitary certificates. The aqis document number is a free text field used to record the government certificate number. Please note that this must be recorded in the correct format for each country and all certificate type. A help card is available on the department's website to assist with this formatting. Further information and updates on eCert for imports can be found on the department's website at www.agriculture.gov.au/eCert imports or alternatively you can also contact our eCert team using the email eCertimports@agriculture.gov.au.
- David Pembroke: Great. Thank you very much Ben. Now listen, we do have time for a few of your questions, which is great. And the first of those questions is how do we get articles added to the approved list? For example, musical equipment, speakers, guitars, drums, etc.
- Angus Martin: I can answer that one David. So if there's any commodities that clients want to be added to the arrangement, we're happy for them to email them in or contact the AEP support team to provide those suggestions. We can then do the work to talk to the import programs about adding those commodities on. And for future expansion, we will be looking to continue the expansion of AEPCOMM, so we're always looking for suggestions from industry on where they'd like to see that go.



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- David Pembroke: Okay, great. Thanks very much. Okay. To the next question, can I use AEPCOMM for imported vessels that are sailed in?
- Angus Martin: All right. I'll answer that one as well. At this time, no. This pathway is out of scope and documents will need to be lodged through COLS for that one David.
- David Pembroke: Okay another question. Compliance review rates, for example 25%. Is this 25% chance of going for review until the level is reduced? Or is it every fourth lodgement?
- Ben Rowntree: I can answer that one David.
- David Pembroke: Thanks Ben
- Ben Rowntree: With the 25% review, is it more to be the 25% chance of lodgement, more than the 1 in 4. You couldn't necessarily predict that it's going to be one entry in every 4 entries that are going to come to the department. So the system itself will pick up at a 25% rate.
- David Pembroke: All right. To the next question, can you use the manufactured wooden articles scope alongside the manufactured articles containing animal derived material? Example, so far 9401 containing feather cushion components. Or will this be considered out of scope as it's not listed as a tariff on the animal derived material article case? A bit of detail in that one.
- Angus Martin: Yeah, we need to confirm the tariffs with that one, but provided all tariffs under the animal derived material are included, then yeah, that type of lodgement should be possible. But we can come back and answer that one when we give our responses.
- David Pembroke: Okay, great. So yeah, good to be able to get a little bit more information and to be able to check that. That's great. Now listen, we may have time now I think just for one more question. Does condition 20 mean the broker has to book the inspection only, a third party can no longer book it an inspection?
- Ben Rowntree: I can answer that one.
- David Pembroke: Okay. Thanks Ben.
- Ben Rowntree: Yeah. So with condition 20, as the broker is the one that receives the AIMS direction, they therefore become responsible for the goods in question. Now, we understand under their business practices that they are not always the ones that do book inspections or they use freight forwarders. So the responsibility is that if the broker is going to use a third party to manage those goods, they need



to ensure that all the information is passed on in a timely manner and show proof of this if a bypass has been found.

- David Pembroke: All right, fair enough. And just the final question. We'll get one more in. Does BICON have to be referred to for each and every shipment? If a broker has multiple shipments of identical commodities every week and as such is well versed on the requirements, do they still need to click through BICON for each and every lodgement?
- Angus Martin: Yeah, I think we might've covered this one off before, but it is a requirement that brokers do refer to BICON. And there are functions within BICON that allow them to personalise their own searchers. And this includes following BICON cases as well as bookmarking pathways that you may use often. And there's help cards on BICON to assist with that as well.
- David Pembroke: So people can check on that?
- Angus Martin: Yep. It is a requirement to refer to BICON.
- David Pembroke: All right. Listen, I will sneak in one more question. The question says, I think it was mentioned by the lecturer that prefabricated buildings loaded in an FCL destined for rural unpack would be subject to full unpack inspection. I cannot see this requirement specified in the BICON. Can you advise on that one?
- Angus Martin: It is a requirement that prefabricated buildings going to rural locations to be inspected fully. So we can clarify that one after the session as well. But from my understanding that's the current situation. Yes.
- David Pembroke: Thanks to all of you. Now I believe that covers all of our topics for today. So a reminder to participants, that this is a mandatory CBC session if you are an accredited person for the AEPCOMM approved arrangement. Therefore, there is an assessment component that you must complete by the 1st of December 2019, and prior to using the arrangement for any of the added commodities. The assessment will be available through your CBC provider straight after the webinar, so please refer to them for information.
- David Pembroke: Also we'd like to remind you that you will need access to the 19.2 requirements and conditions document as well as your BICON AEPCOMM user access account to be able to undertake the assessment. If you are an AEPCOMM accredited person and you don't have an AEPCOMM BICON user access, you'll need to talk to your manager to set up an account. If you are not an accredited person but have completed the unit of competency which is TLIX5054 Comply with biosecurity border clearance, please contact your CBC assessment provider to arrange temporary access.



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David Pembroke: So thanks once again to all of you for listening and dialing in today and also to Angus, Ben and Katya. Thank you for presenting your information today and answering those questions. So thanks again for joining us today. We're delighted that you did, but for the moment it's bye for now.