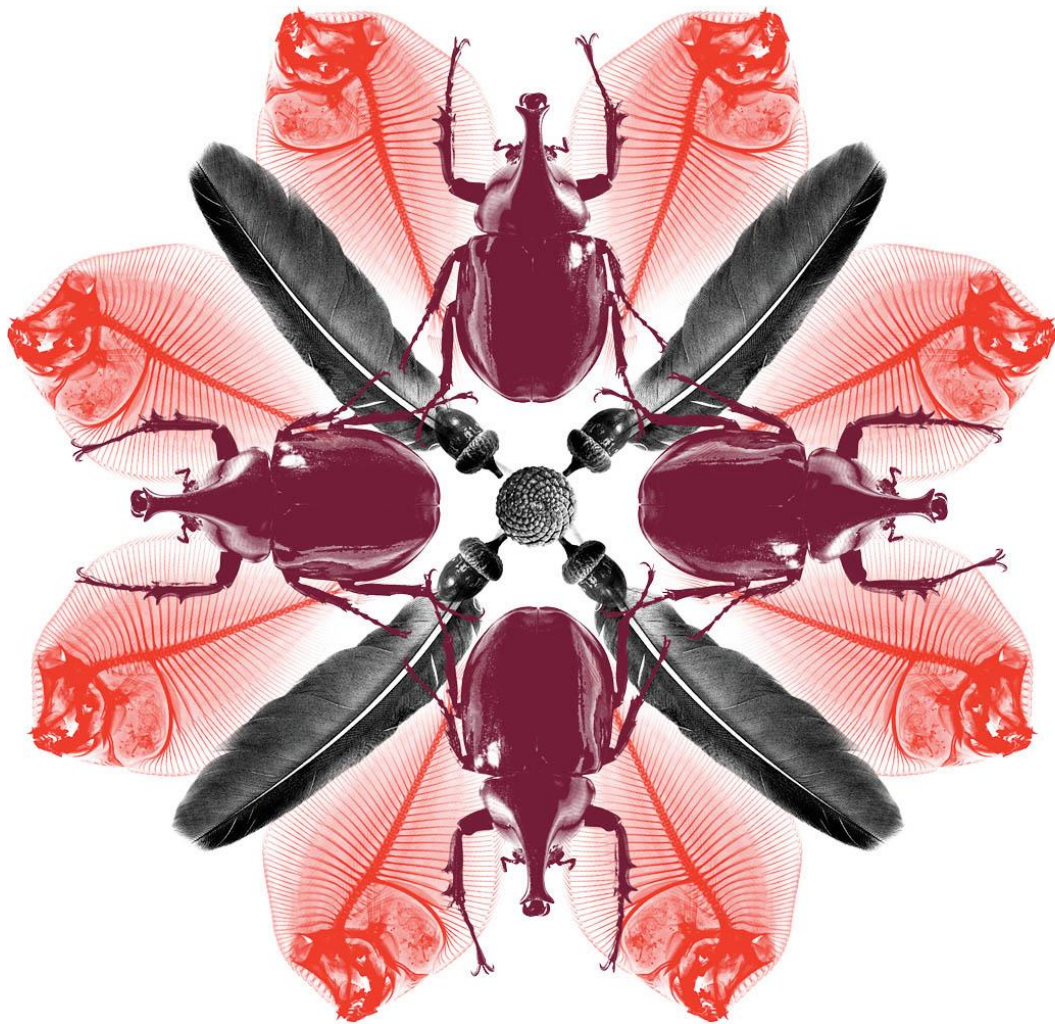




Australian Government
Department of Agriculture
and Water Resources

Requirements for approved arrangements class 5: biosecurity containment level 1 (BC1) facilities

Version 1.1



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Guide to using this document

This document sets out the requirements that must be met before the Director of Biosecurity will consider approval of a premise to operate as a place for the performance of biosecurity control under the *Biosecurity Act 2015*, otherwise known as an approved arrangement (AA) site.

This document specifies the requirements to be met for the approval, operation and audit of this (BC1) class of approved arrangement site. Compliance with the approved arrangement site requirements will be assessed by audit. In the event of any inconsistency between the approved arrangement site requirements and any Import Permit condition, the Import Permit condition applies. If the Applicant chooses to use automatic language translation services in connection with this document, it is done so at the Applicant's risk.

Further information on AAs, regional contact details and copies of relevant AA documentation is available on the [approved arrangements](#) page on the department's website.

Definitions

See the [Approved arrangements glossary](#). For terms not included in the glossary, see [Macquarie online](#) or the [Biosecurity Act 2015](#).

Other documents

Read these documents in conjunction with these approved arrangement requirements. This will help you to understand and comply with the obligations and requirements for the establishment and operation of an AA.

- [Approved arrangements general policies](#)
- [Informative Text document](#)

Part 1: Generic requirements (applicable for all containment types)

Purpose

To ensure the secure handling, storage, treatment, disposal (including destruction) and transport of goods subject to biosecurity control.

Scope

General requirements

The Biosecurity Containment Level 1 (BC1) requirements apply to approved arrangement sites housing biosecurity goods that pose a low biosecurity risk. A low economic impact would result to people, the community, or environment, should the goods (including organisms) escape and spread outside the approved arrangement site.

Assessments and the decision to direct an imported good to a containment facility is made in accordance with policy and on a case-by-case basis. Multiple classification approval may be required. For example, in vivo work with animals may require both microbiological and animal containment approvals.

Biosecurity industry participants must comply with the generic requirements, as they are applicable for all containment types, for approval of a biosecurity containment level 1 (BC1) approved arrangement site.

Microbiological

The types of goods and work classified as microbiological include:

- food products for in vitro analysis
- soil and water samples for destructive analysis
- sealed culture vessels
- biological material used in vaccine research or manufacture.

Animal

The types of goods and work classified as animal include:

- approved in vivo studies with Australian animals (non-imported animals).

Aquatic organisms

The types of goods and work classified as aquatic organisms include:

- aquatic organism display (for example, for crustaceans)
- research and analysis of some low risk molluscs.

Plant

The types of goods and work classified as plant include:

- imported plants (for example, yuccas, dracaena, cacti, rose scion wood for budding onto domestic root stocks) held for a specific containment period for disease screening for the purposes of release.

Invertebrate

The types of goods and work classified as invertebrate include:

- research and analysis of some low risk chelicerata and crustacea (horseshoe crab, Christmas Island crab)
- low risk invertebrate display.

1 Compliance

Purpose

To have administrative conditions, site access and work health and safety measures in place to ensure relevant conditions are carried out for goods subject to biosecurity control.

Table 1 Compliance requirements

	Requirement	Non-conformity
1.1	In addition to approved arrangement site requirements, biosecurity industry participants must also comply with: i) the <i>Biosecurity Act 2015</i> and subordinate legislation ii) import permit conditions iii) directions given by the department iv) the import conditions database (BICON).	i) major/critical ii) major/critical iii) major/critical iv) major/critical
1.2	Biosecurity industry participants must notify the department in writing as soon as practicable within 15 days of any change in: i) persons in positions responsible for controlling, directing, enforcing or monitoring people performing activities associated with the approved arrangement ii) biosecurity industry participant details, including a) entity name b) ABN or ACN c) postal address d) email address e) facsimile number f) telephone number.	i) major/critical ii) major a) major b) major c) minor d) major e) minor f) major
1.3	The biosecurity industry participant must notify the department in writing as soon as practicable within 15 working days of becoming aware of any change of status, not previously been notified to the department, of the biosecurity industry participants or their associates relevant to the operation of the approved arrangement in relation to any of the following matters: i) conviction of an offence or order to pay a pecuniary penalty under the <i>Biosecurity Act 2015</i> , <i>Quarantine Act 1908</i> , <i>Customs Act 1901</i> , the Criminal Code or the <i>Crimes Act 1914</i> ii) debt to the Commonwealth that is more than 28 days overdue under the <i>Biosecurity Act 2015</i> , <i>Quarantine Act 1908</i> , <i>Customs Act 1901</i> , the Criminal Code or the <i>Crimes Act 1914</i> iii) refusal, involuntary suspension, involuntary revocation/cancellation or involuntary variation of an Import Permit, quarantine approved premises, compliance agreement or approved arrangement under the <i>Quarantine Act 1908</i> or the <i>Biosecurity Act 2015</i> .	i) critical ii) critical iii) critical
1.4	Department approved auditors must be provided with facilities and assistance as requested and any required documents, records or things relevant to the audit. Note: Temporary office space may be required by auditors.	major/critical
1.5	The department must be notified of any Reportable Biosecurity Incident as soon as practicable, in accordance with the determination made by the Director of Biosecurity.	major/critical
1.6	Department approved auditors must be permitted to collect evidence of compliance and non - compliance with approved arrangement requirements through actions including the copying of documents and taking of photographs.	major/critical
1.7	The biosecurity industry participant must:	i) major ii) major

	Requirement	Non-conformity
	<ul style="list-style-type: none"> i) ensure compliance with all relevant conditions and procedures carried out in relation to goods subject to biosecurity, at the approved site ii) ensure that its officers, employees, agents and contractors act consistently with, and ensure the proper performance of, the relevant conditions and the procedures in relation to the goods subject to biosecurity, at the approved site iii) assist the department with any investigation relating to compliance with the Act and subordinate legislation. 	iii) major
1.8	<p>When solicited, unsolicited and or substituted goods arrive at the approved arrangement site without a biosecurity direction, the biosecurity industry participant must, within 2 business days:</p> <ul style="list-style-type: none"> i) refer to the import conditions database to confirm the status of the goods, and ii) contact the department if the goods are subject to biosecurity control, or if the biosecurity status of the goods is uncertain. 	i) major

2 Approved arrangements site changes

Table 2 Approved arrangements site changes requirement

	Requirement	Non-conformity
2.1	<p>The department must be notified, in writing, and approval granted, prior to:</p> <ul style="list-style-type: none"> i) making alterations to the physical structure of the approved arrangement site which affects the containment boundary (excluding minor works as follows) ii) assigning, transferring or relocating the biosecurity operations iii) ceasing or materially reducing or expanding the scale of biosecurity operations iv) entering into, or changing a sub-lease arrangement. 	<ul style="list-style-type: none"> i) major ii) major iii) major iv) major

3 Permissible minor works without notification

Table 3 Permissible minor works without notification requirement

	Requirement	Non-conformity
3.1	<p>Biosecurity goods must be contained and protected when undertaking minor works.</p> <p>Works on the containment boundary, that are permissible without notification, include:</p> <ul style="list-style-type: none"> i) replacing like for like items after damage or deterioration ii) repainting, resealing and other maintenance type activities. 	major

4 Work health and safety

Table 4 Work health and safety requirement

	Requirement	Non-conformity
4.1	<p>Health and safety must be maintained at the approved arrangement site so that biosecurity officers can safely perform their duties.</p> <p>Note: The biosecurity industry participant should advise the biosecurity officer of any safety issues that preclude or restrict access (for example fumigation in progress, inadequate vaccination for agent in use).</p>	minor

5 Approved arrangements site access

Table 5 Approved arrangements site access requirements

	Requirement	Non-conformity
5.1	Biosecurity officers must be granted access to the approved arrangement site at any time.	minor
5.2	The department must be provided with details of the approved arrangement site's nominated operating hours.	minor
5.3	Access to the approved arrangement site must be through property owned, rented or leased by the biosecurity industry participant.	minor
5.4	Access to the approved arrangement site must be via an all-weather road.	minor
5.5	Parking must be available for biosecurity officers. Note: Parking areas may be allocated immediately prior to audit or inspection at the approved arrangement site.	minor

6 Construction

Purpose

To have in place the physical measures to minimise the risk of unauthorised removal, loss or release of goods or waste subject to biosecurity.

Table 6 Construction requirements

	Requirement	Non-conformity
6.1	On application and to maintain approved arrangement site approval, a site plan must be submitted to the department and show: i) the overall dimensions of the site, buildings and structures, whether utilised for biosecurity operations or not ii) the location of biosecurity areas iii) the movement pathways of goods subject to biosecurity control iv) whether the biosecurity control area/s are open or enclosed v) road access into and within the approved arrangement site vi) parking for departmental officers Note: Designated parking areas may be allocated immediately prior to audit or inspection at the approved arrangement site.	minor
6.2	A sign showing the level of containment (for example BC1 or QC1) must be prominently displayed at each: i) entry to the approved arrangement site when goods subject to biosecurity control are held, stored, handled or grown ii) entry to a biosecurity containment storage area located outside the facility, or iii) on a biosecurity containment unit located outside the facility. Note: Refer to signage in the Informative Text.	minor
6.3	Biosecurity control areas must not be used as a thoroughfare or access point to non-control areas or other non-related biosecurity areas. Note: This excludes support functions (for example imaging) which may be in common space areas to enable these activities to be used by a number of facilities.	minor
6.4	Biosecurity containment storage and/or treatment areas located outside the BC1 facility must be fully enclosed within walls (for example includes screened openings such as those used with nitrogen dewar storage), doors, windows, floors and ceilings. The floor surface must be impermeable. Doors and windows must be lockable.	major

	Requirement	Non-conformity
6.5	Treatment areas for goods subject to biosecurity control, located outside the BC1 facility, must be equipped with hand disinfection facilities and have available department approved disinfectants for the clean-up of spills.	major
6.6	<p>Holding areas for biosecurity waste awaiting sterilisation, incineration or movement off site for treatment require:</p> <ul style="list-style-type: none"> i) the container or room/cold room to be cleanable, impervious to the waste being contained, free of defects, vermin (for example rodent) proof and able to be closed ii) protection from unauthorised access iii) segregation from other goods iv) protection from loss, spread, spillage or escape into the environment of pests and/or disease v) labelling the container or room/cold room as 'Biosecurity Waste'. <p>Note: Lockable steel mesh cages with biosecurity waste held in secure, vermin proof bins/containers is acceptable where this provides an equivalent standard of biosecurity to items (i) – (v) above.</p>	<ul style="list-style-type: none"> i) major ii) minor iii) minor iv) major v) minor

7 Risk and incident management

Purpose

To ensure that known biosecurity risks in relation to goods subject to biosecurity control are identified and managed.

Table 7 Risk and incident requirements

	Requirement	Non-conformity
7.1	<p>The biosecurity industry participant must undertake incident control actions and contact the department when there is:</p> <ul style="list-style-type: none"> i) a major spillage of goods/waste subject to biosecurity control outside the containment facility (Any major spillage or loss of goods/waste subject to biosecurity control must be immediately reported to the department. All spilled/unrecoverable goods/waste subject to biosecurity control must be treated by a department approved method) ii) suspected or established presence of pest or disease (this will require the biosecurity industry participant to immediately contact the department) iii) unauthorised removal, loss or release of goods, waste or equipment subject to biosecurity control. 	<ul style="list-style-type: none"> i) critical ii) critical iii) critical
7.2	<p>The biosecurity industry participant is required to contact the department;</p> <ul style="list-style-type: none"> i) within 48 hours of the unauthorised removal, loss or release of equipment subject to biosecurity control ii) immediately for other incidents, including unauthorised loss or release of goods or waste subject to biosecurity control. <p>Note: Unrecoverable goods/waste subject to biosecurity control is that which can no longer be used for its intended purpose</p>	<ul style="list-style-type: none"> i) major ii) critical
7.3	If contact occurs between goods or waste subject to biosecurity control and non-controlled goods/waste, all goods/waste must be treated as being subject to biosecurity control.	major

8 Management system

Purpose

To establish a systematic approach to the management of goods subject to biosecurity control that takes into account traceability, reconciliation and information management in accordance with the Biosecurity Act, subordinate legislation and any other directions given by the department (for example, Import Permits and in vivo/transfer approvals).

Table 8 Management system requirement

	Requirement	Non-conformity
8.1	<p>A system must be in place to, identify and date the arrival of all goods subject to biosecurity control. The system must include tracking the creation of direct and indirect derivatives and tracking and control of the distribution of goods/derivatives.</p> <p>The system must:</p> <ul style="list-style-type: none"> i) enable clear reconciling of the goods subject to biosecurity control to Import Permits, biosecurity directions, in-vivo approvals and other documentation, for example shipper's declarations, treatment processing ii) be maintained and kept up-to-date. 	<ul style="list-style-type: none"> i) major ii) major

9 Work practices

Purpose

To ensure that all goods or equipment subject to biosecurity control are handled securely

Table 9 Work practices requirement

	Requirement	Non-conformity
9.1	All goods subject to biosecurity control must be handled only within the containment boundary unless being inactivated, destroyed and transported (by a department approved method) or being dealt with in specialised containment equipment.	major

10 Approved arrangement site personnel

Purpose

To have personnel management systems in place that manages the movement of persons and the security of goods subject to biosecurity control.

Table 10.1 Training and competency requirement

	Requirement	Non-conformity
10.1.1	All personnel who have responsibilities for, or perform tasks that may impact on goods subject to biosecurity control, must be able to demonstrate an understanding of department requirements related to their duties (for example Import Permit conditions, directions, Import Conditions database requirements - BICON).	major

Table 10.2 Security arrangements requirement

	Requirement	Non-conformity
10.2.1	The biosecurity industry participant must ensure that enclosed facilities (for example laboratories, animal or green houses) have physical security measures in place to prevent unauthorised access to goods subject to biosecurity control.	major

Table 10.3 Personal protective equipment contamination control requirement

	Requirement	Non-conformity
10.3.1	<p>After personal protective equipment is used:</p> <ul style="list-style-type: none"> i) disposable personal protective equipment (for example gloves) must be disposed of as biosecurity waste i) reusable personal protective equipment (for example eye and face protection) must be cleaned when contamination occurs, with department approved disinfectants ii) clothing must be laundered (for example gowns laundered commercially or non-commercially). 	<ul style="list-style-type: none"> i) major ii) minor iii) minor

11 Transport of goods subject to biosecurity control

Purpose

To ensure the secure movement of goods subject to biosecurity control.

Table 11 Transport of goods subject to biosecurity control requirement

	Requirement	Non-conformity
11.1	<p>Goods subject to biosecurity control must be unpacked within the containment boundary.</p> <p>Note: Initial reconciliation may occur in a dedicated goods receipt area.</p>	major

Table 11.1 Movement to non co-located approved arrangement sites (not at the one physical site address) – sending goods subject to biosecurity control requirements

	Requirement	Non-conformity
11.1.1	<p>The following transport arrangements must be in place before sending goods subject to biosecurity control:</p> <ul style="list-style-type: none"> i) the receiving facility is an approved arrangement site of the appropriate class and type, (same class and type or higher biosecurity containment level) and there is confirmation of acceptance of the consignment ii) at or prior to shipment, the receiving facility must be notified of the consignment details (for example quantity, type), including, where applicable, Import Permit or Import Permit number and relevant conditions to the commodity being moved, department movement forms (for example AIMS Entry, direction), shippers declaration completed indicating consigning approved arrangement site iii) identification and consignment details are attached to the external surface of the package/container which includes contents and date of dispatch or these details may accompany the transporter of the goods subject to biosecurity control. <p>Note: Refer to Part 2 Specific Requirements (i.e. Microbiological, Animal/Aquatic, Plant, and Invertebrate) of this document for movement of goods subject to biosecurity control.</p>	<ul style="list-style-type: none"> i) minor ii) minor iii) minor
11.1.2	The sending biosecurity industry participant must immediately inform the department if the consignment is reported as not being received by the receiving facility.	major
11.1.3	The receiving biosecurity industry participant must be approved under the <i>Biosecurity Act 2015</i> and not be suspended.	major

Table 11.2 Receiving goods subject to biosecurity control requirements

	Requirement	Non-conformity
11.2.1	On receipt of goods subject to biosecurity control the biosecurity industry participant must ensure: i) the complete consignment (for example quantity, type), as covered in the shipment documents (includes Import Permit or Import Permit number and if used department movement forms), has been received ii) there is no evidence of tampering or damage to the consignment.	i) major ii) major
11.2.2	The receiving biosecurity industry participant must immediately notify the department when becoming aware of the consignment being lost, incomplete or damaged in transit.	major
11.2.3	If the approved arrangement site is suspended, the receiving biosecurity industry participant must return the goods subject to biosecurity control to the sending facility the next business day.	major

Table 11.3 Transport of biological goods subject to biosecurity control, including samples & swabs (not at the one physical site address) requirement

	Requirement	Non-conformity
11.3.1	Biological goods subject to biosecurity control transported to a non co-located approved arrangement site will require containment applicable to the type of goods and in accordance with department (for example Import Permit conditions), International Airline Transport Association (Packaging Instruction 650), United Nations (Recommendations on the Transport of Dangerous Goods – Chapter 2.6, sub clause 2.6.3 Division 6.2) and Australian Standard 4834 requirements for transport by air, sea and land.	major

12 Biosecurity treatment and waste management

Purpose

To ensure that all types of contaminated and potentially contaminated goods subject to biosecurity control, surfaces, equipment or waste (including solids and liquids) are identified and documented and that effective procedures are in place to ensure the treatment of goods or waste prior to disposal, further use, or release.

Table 12 Biosecurity treatment requirements

	Requirement	Non-conformity
12.1	Contaminated goods subject to biosecurity control must be treated by a department approved method before release from biosecurity control. Note: Refer to biosecurity control treatments and waste management in the Informative Text.	major
12.2	Waste subject to biosecurity control must be segregated from other waste unless the other waste is treated as waste subject to biosecurity control.	major
12.3	All biosecurity waste or waste potentially contaminated with goods subject to biosecurity control, both liquid and solid, must be decontaminated or disposed of by a department approved method.	major
12.4	All untreated liquid waste and liquid waste from disinfection (for example chemical treatments) must be discharged into a municipal sewer. Note: a) Discharge to municipal sewers is permitted for liquids that have been decontaminated by department approved methods and for liquids that are not required to be decontaminated b) Import Permit conditions may specify specific disposal requirements.	major

12.5	<p>The biosecurity industry participant must use a department approved method for the:</p> <ul style="list-style-type: none"> i) treatment of goods subject to biosecurity control ii) decontamination of contaminated or potentially contaminated surfaces (for example work surfaces). <p>Note:</p> <ul style="list-style-type: none"> a) the Import Permit may specify treatment requirements b) Refer to biosecurity control treatment and waste management in the Informative Text document. 	<ul style="list-style-type: none"> i) major ii) minor
12.6	Treated waste must not be recycled (for example used as fertiliser/pet food) unless approved by the department.	major
12.7	<p>Any biosecurity waste generated must be:</p> <ul style="list-style-type: none"> i) disposed of during a work session ii) disposed of at the completion of the session of work, or iii) stored in waste containment storage. <p>Note: A work session ends if there is any break (for example lunch, snack break) during which all the persons conducting work subject to biosecurity control are absent from the biosecurity area.</p>	<ul style="list-style-type: none"> i) minor ii) minor iii) minor

Table 12.1 Equipment handling requirement

	Requirement	Non-conformity
12.1.1	The biosecurity industry participant must treat contaminated equipment by a department approved method prior to maintenance, service or removal.	major

Table 12.2 Contaminated or potentially contaminated liquid requirements

	Requirement	Non-conformity
12.2.1	<p>In locations where municipal sewer is not available, and a department approved treatment is not used, the department must approve, in writing, an alternative liquid waste treatment and disposal methodology.</p> <p>Note: The biosecurity industry participant will need to demonstrate the efficacy of a proposed alternative liquid waste treatment.</p>	major
12.2.2	<p>Imported water and water contaminated, or potentially contaminated (for example by insect larvae) must be treated before disposal. Treatments include:</p> <ul style="list-style-type: none"> a) steam sterilisation b) heat sterilisation c) hypochlorite treatment (with sewer disposal) d) a department approved method. <p>Note: Refer to the relevant section within this document for specific requirements in relation to (a) – (c) above.</p>	major

Table 12.3 Dry & moist heat sterilisation - validation requirements

	Requirement	Non-conformity
12.3.1	<p>Steriliser cycles must be validated by either:</p> <ul style="list-style-type: none"> i) individual cycle validation, or ii) validated load profiling. 	<ul style="list-style-type: none"> i) major ii) major
12.3.2	<p>Individual steriliser cycle validation must be either:</p> <ul style="list-style-type: none"> i) cycle monitoring with demonstration that physical parameters (department approved time and temperature) have been met, or ii) demonstration of lethality by indicators. 	<ul style="list-style-type: none"> i) major ii) major

12.3.3	To monitor and demonstrate the physical steriliser cycle parameters have been met, the biosecurity industry participant must: i) log time and temperature details at required intervals ii) confirm that the department approved time and temperature has been reached in the coolest part of the chamber and densest part of the load. Note: The biosecurity industry participant may confirm time/temperature parameters by examination of logs or by using cycle monitoring feature of the autoclave, where available.	major
12.3.4	Required intervals for logging time and temperature are: i) 2 minutes for cycles up to 2 hours ii) 5 minutes for cycles longer than 2 hours.	i) major ii) major
12.3.5	The recorded temperature must be the lowest reading from probes in the coolest part of the chamber and the densest part of the load.	major
12.3.6	To ensure accurate measuring of physical parameters, all sterilisers at the approved arrangement site must: i) have temperature gauges or sensors and equipment (for example thermocouples) calibrated (to the temperature being used) using measuring equipment that has a current certificate of calibration issued by a body with third-party accreditation for conducting such calibrations (for example NATA) ii) have calibration performed at least every 12 months.	i) minor ii) minor
12.3.7	To ensure that the department approved temperature is met when undertaking dry or moist heat sterilisation, the biosecurity industry participant must compensate for estimated uncertainty and any calibration error.	major
12.3.8	When using indicators (bacterial enzyme, biological or chemical indicators) to validate a steriliser cycle, the biosecurity industry participant must: i) place the indicators in the coolest part of the steriliser (near the drain line) and ii) the densest part of the load, and adjacent to each temperature sensor.	major

Table 12.4 Steriliser load profiling requirements

	Requirement	Non-conformity
12.4.1	Steriliser load profiling validation must include: i) determining the process and conditions required for sterilising each generic load (this requires consideration of every aspect of goods/waste subject to biosecurity control processing, including the type of goods, cleaning, packaging, packing of the steriliser and any other factor affecting sterilisation efficacy) ii) verifying that the intended sterilisation conditions are being achieved throughout the load in the standard loading configuration to be used (this requires spatial sampling with temperature sensors, for example thermocouples placed in the corners and middle of the steriliser and near the drain line) or iii) alternatively utilising indicators (bacterial enzyme, biological or chemical) to assess lethality This requires the assessment of indicators that have been placed in 6 positions in a load, including the coolest part of the chamber (near the drain point for moist heat treatment) and the densest part of the load iv) validating (that the departments physical or lethality parameters have been met) the generic cycle using results from the chosen physical and biological monitoring methods ((i) and (ii) or (i) and (iii) above)	i) minor ii) major iii) major iv) major v) minor

	v) demonstrating, by undertaking a minimum of 3 trials that the intended sterilisation conditions will be consistently achieved during repeated operation of the steriliser.	
12.4.2	When using load profiling to validate a steriliser cycle, the biosecurity industry participant must; i) utilise the standardised loading and steriliser cycle parameters that have been developed, validated and documented from prior load profiling tests ii) record the load profile used for the cycle.	i) major ii) major
12.4.3	Where load profiled steriliser cycles are used, the biosecurity industry participant must confirm, every 2 years: i) that the profiled processes are as detailed in the load profiling test records documentation ii) the ongoing effectiveness of each load profiled cycle by undertaking a cycle, utilising the monitoring and indicator methods used to develop the profiled cycle(s).	i) minor ii) minor
12.4.4	Revalidation of the load must be undertaken when there are any changes in parameters or equipment.	major
12.4.5	Sterilisers must have the first cycle validated after being repaired or serviced.	minor
12.4.6	The reference temperature must be the validated profiled recorded temperature. Note: For load profiled cycles the recorded temperature must be the reference temperature for which the profile was validated.	major

Table 12.5 Moist heat sterilisation – loading requirements

	Requirement	Non-conformity
12.5.1	Pressure moist heat sterilisation loading must ensure that: i) small articles such as test tubes or bottles are packed in open mesh baskets/similar containers or in autoclave bags ii) screw caps on containers are loosened iii) empty containers are placed on their sides in the chamber (for non-vacuum cycles).	i) minor ii) major iii) minor
12.5.2	When autoclave bags are used and the good(s)/waste subject to biosecurity control to be treated is not a liquid or a wetted porous load (for example dry), the bags must be either: i) cut or opened prior to loading ii) have water added, or iii) tied with a melting tie.	major
12.5.3	When a porous load such as clothing is undertaken, the biosecurity industry participant must: i) use a steriliser fitted with a pre-vacuum stage for air removal, or ii) enclose the porous load in an autoclave bag, add water and remove the air before sealing the waste bag.	minor

Table 12.6 Moist heat sterilisation requirements

	Requirement	Non-conformity
12.6.1	For all moist heat sterilisation cycles to be considered complete and acceptable, the minimum continuous holding times after attainment of temperature (set point when using physical parameters) must be: i) 15 minutes at 121 degrees Celsius and 103 kPa, or ii) 3 minutes at 134 degrees Celsius and 203 kPa.	critical

12.6.2	Where vent filters are fitted to a pressure steam steriliser, the filters must be replaced every 12 months and disposed of as biosecurity waste.	minor
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Table 12.7 Dry heat sterilisation – loading requirement

	Requirement	Non-conformity
12.7.1	Dry heat sterilisation loading must ensure that: i) goods/waste subject to biosecurity control are arranged to allow uninterrupted airflow ii) any containers used enable heat conductivity.	i) major ii) minor

Table 12.8 Dry and moist heat sterilisation requirement– using physical parameters for the logging of temperature cycles

	Requirement	Non-conformity
12.8.1	The biosecurity industry participant must ensure effective sterilisation by commencing the sterilisation stage when the set point temperature is recorded by the sensor (for example thermocouple, resistance temperature detector) in: i) the coolest part of the chamber (normally the drain point) and the densest part of load for moist heat sterilisation ii) the densest part of the load for dry heat sterilisation.	i) major ii) major

Table 12.9 Biosecurity waste management requirement

	Requirement	Non-conformity
12.9.1	Unless waste subject to biosecurity control is being transported to another approved arrangement site, moved to or collected from storage, no waste may leave the control of the biosecurity industry participant unless inactivated, destroyed, or released from biosecurity control.	critical

Table 12.10 Biosecurity waste storage requirements

	Requirement	Non-conformity
12.10.1	Where biosecurity waste is being treated at the approved arrangement site or collected by a department approved transporter and this cannot occur within: i) 21 days of non-perishable waste being generated, or ii) 48 hours of perishable waste being generated, the waste must be stored at 4 degrees Celsius or below until such time as treatment or collection occurs. Note: Animal carcasses and faecal material are excluded from this requirement. Animal carcasses have alternative storage requirements (Refer to specific requirements for Animal containment).	major
12.10.2	Where the biosecurity waste is stored at 4 degrees Celsius or below, there must be: i) logging of the temperature at least at weekly intervals, or ii) an over temperature alarm installed.	minor
12.10.3	Biosecurity waste must not be stored at the approved arrangement site for longer than 90 days: i) without department approval, or ii) unless specified in the Import Permit conditions.	minor

Table 12.11 Biosecurity waste transport requirements

	Requirement	Non-conformity
12.11.1	The biosecurity industry participant must only allow a party approved by the department to collect and transport biosecurity waste from the approved arrangement site.	major
12.11.2	Where waste disposal is undertaken through a department approved waste transport company, the biosecurity industry participant must ensure that: <ul style="list-style-type: none"> i) waste remains in secure storage areas/collection points at the approved arrangement site for collection by the approved transport company ii) the waste transport contractor is informed that they are handling biosecurity waste and is aware of the required disposal method. 	<ul style="list-style-type: none"> i) major ii) minor

13 Information management

Purpose

To ensure that information and records are up to date, complete and provide traceability.

Table 13 Record requirements

	Requirements	Non-conformity
13.1	Records must be maintained for all goods subject to biosecurity control for a minimum of 24 months from the date of being treated, or released.	major
13.2	All records must be made available to the department within two business days, upon request.	minor
13.3	The biosecurity industry participant must maintain records of all activities related to biosecurity control, including records of: <ul style="list-style-type: none"> i) receipt and holding, which includes, date of arrival, type (for example species, plant scientific names) and total quantities (for example kilogram (kg), litres, numbers) of goods subject to biosecurity control received ii) location or part of facility (for example storage unit, animal enclosure, plant greenhouse or field) where each item subject to biosecurity control is held/grown iii) department Import Permit or Import Permit number and commodity relevant conditions iv) department biosecurity directions (for example entry and release directions) v) country of origin. 	<ul style="list-style-type: none"> i) major ii) minor iii) major iv) major v) minor

Table 13.1 Transport record requirements

	Requirements	Non-conformity
13.1.1	Records for the transport/transfer of goods subject to biosecurity control from an approved arrangement site to another non co-located approved arrangement site must include: <ul style="list-style-type: none"> i) approved arrangement approval number (forwarded to or received from), facility type and containment level (Note: Goods subject to biosecurity control must not be moved to a lower containment level than that indicated on the Import Permit and the facility type must be the same) ii) date of movement iii) copy of department entry or entry number and/or Import Permit or Import Permit number and commodity relevant conditions 	<ul style="list-style-type: none"> i) major ii) major iii) major iv) major v) minor vi) minor

	<ul style="list-style-type: none"> iv) type of good subject to biosecurity control (for example species/description - soil, water) and total quantities (for example kilograms, litres), or total numbers v) notification of acceptance from the receiving facility vi) acknowledgement of return of goods subject to biosecurity control when not accepted by receiving facility. 	
13.1.2	<p>Records for the transport/transfer of goods subject to biosecurity control between co-located approved arrangement sites must include:</p> <ul style="list-style-type: none"> i) name and type of approved arrangement site (forwarded to or received from) and containment level (Note: Goods subject to biosecurity control must not be moved to a lower containment level than that indicated on the Import Permit and the facility type must be the same) ii) date of movement iii) Import Permit or Import Permit number and commodity relevant conditions iv) type of good subject to biosecurity control (for example species/description for example soil, water) and total quantities (for example kilograms, litres) or total numbers. 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor iv) minor

Table 13.2 Treatment record requirement – dry or moist heat, or incinerators

	Requirement	Non-conformity
13.2.1	<p>The biosecurity industry participant must provide records of:</p> <ul style="list-style-type: none"> i) traceability information of the contents of each load to the goods subject to biosecurity control via for example, permits, directions ii) any processing problems/malfunctions, times and durations of malfunctions, a description of the malfunction and the corrective action taken iii) dates of the above. 	<ul style="list-style-type: none"> i) major ii) minor iii) minor

Table 13.3 Additional steriliser record requirements

	Requirements	Non-conformity
13.3.1	<p>Where there are sterilisers at the approved arrangement site and physical or lethality monitoring is undertaken, the biosecurity industry participant must provide records of:</p> <ul style="list-style-type: none"> i) cycle monitoring, including temperature and duration, or ii) lethality monitoring. <p>Note: Records of monitoring includes the sensor/indicator positions within the load, temperature and the result of monitoring.</p>	major
13.3.2	<p>Where there are dry or moist heat sterilisers at the approved arrangement site and physical or indicator cycle monitoring is undertaken, or load profiling is used, the biosecurity industry participant must provide a certificate of calibration for the instrumentation (minimum temperature gauge or temperature sensor calibration) of each steriliser.</p>	major
13.3.3	<p>Where there are sterilisers at the approved arrangement site and load profiling validation is used, the biosecurity industry participant must, in addition, provide records of investigations leading to sterilisation conditions to be used for each validated load. This must include a validation report detailing:</p> <ul style="list-style-type: none"> i) equipment used for example specific type of steriliser (make and model), data logger and probes including model and calibration certificate numbers ii) time and temperature of each probe throughout the test process 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor iv) minor v) minor vi) minor

	iii) type of load validated and how the load was packed iv) cycle description for example time, temperature, downward displacement, pre-vacuum v) test results, for example, time target temperature was reached, sterilisation end time, time sterilisation temperature achieved for and minimum temperature during the cycle vi) the date the validation test was performed.	
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Table 13.4 Off site treatment record requirement – dry or moist heat, incinerators or deep burial

	Requirements	Non-conformity
13.4.1	Records for the offsite treatment of goods/waste/equipment subject to biosecurity control must include: i) collection date ii) the source (traceability information to the goods subject to biosecurity control by, for example, permit, direction) iii) the nature/type and quantity – in volume, weight or total number iv) the department approved waste transporter v) method of treatment (for example, dry or moist heat, deep burial).	i) minor ii) minor iii) minor iv) minor v) minor

Table 13.5 Waste storage record requirement

	Requirements	Non-conformity
13.5.1	Where there is storage of biosecurity waste at 4 degrees Celsius, the records must include: i) monitoring (for example, time and temperature) unless the cold room or freezer has an over-temperature alarm ii) duration of storage, (for example date in and out) iii) the nature/type and quantity – in volume, weight or total number.	i) minor ii) minor iii) minor

Part 2: -Section 1: Microbiological containment requirements – class 5.11

Purpose

To have in place the specific physical and procedural measures to handle goods subject to biosecurity control that may contain microorganisms and reduce the likelihood of the goods or organisms escaping from containment.

Scope

Biosecurity industry participants must comply with these requirements and the generic requirements in Part 1 of this document for approval of a biosecurity microbiological containment level 1 (BC1) approved arrangement site.

1 Construction

Table 1 Construction requirements

	Requirement	Non-conformity
1.1	The facility must be fully enclosed within walls (with or without windows), doors, floors and ceilings.	major
1.2	The floors or floor furnishings of the facility must be impermeable to liquids. Note: Floor drains are permitted.	major
1.3	Work surfaces must comply with the following: i) be finished with a material that is impermeable to liquids ii) have any joints sealed iii) where there is a wet area, ends of work surfaces must be sealed to adjacent walls and sinks.	i) minor ii) minor iii) minor
1.4	Where personal protective equipment is reused it must be segregated from unused personal protective equipment.	minor

2 Work practices

Table 2 Microbiological practice requirements

	Requirement	Non-conformity
2.1	Work surfaces and wet areas must be immediately decontaminated with a department approved disinfectant, on each occasion, following work involving goods subject to biosecurity control.	minor
2.2	Plant material must be stored within a sealed primary containment device whilst not undertaking work subject to biosecurity control.	major
2.3	Any work with plant material subject to biosecurity control must be undertaken in a Class 2 Biological Safety Cabinet within the containment boundary.	minor
2.4	Goods subject to biosecurity control must be held in sealed primary devices at all times when in a biosecurity containment storage area/unit. Note: The biosecurity containment storage unit may be within the biosecurity containment storage area.	minor

3 AA site personnel

Table 3 PPE contamination control requirement

	Requirement	Non-conformity
3.1	<p>The biosecurity industry participant must prevent contamination being removed from the facility on the:</p> <ul style="list-style-type: none"> i) hands. Suitable measures include the use of gloves or the washing of hands when leaving the facility ii) body. This may require personal protective equipment such as dedicated footwear, aprons, or gowns to be worn and removed prior to leaving the facility. 	<ul style="list-style-type: none"> i) minor ii) minor

4 Biosecurity waste management

Table 4 Biosecurity waste management requirements

	Requirement	Non-conformity
4.1	<p>When onsite treatment of gloves and paper towels is undertaken, the biosecurity industry participant must utilise one of the following methods:</p> <ul style="list-style-type: none"> i) heat treatment by submersion in water to one of the following approved minimum temperatures and times: <ul style="list-style-type: none"> a) 100°C for 30 minutes b) 99°C for 40 minutes c) 98°C for 50 minutes d) 97°C for 60 minutes e) 96°C for 80 minutes f) 95°C for 100 minutes g) 94°C for 120 minutes h) 93°C for 150 minutes i) 92°C for 200 minutes ii) moist heat sterilisation as prescribed by the department (in part 1 of this document) iii) hypochlorite treatment (submersed) as prescribed in this document iv) virkon treatment (1%) by submersion with a minimum contact time of 60 minutes. 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor iv) minor
4.2	<p>When heat treatment by submersion in water is used, the biosecurity industry participant must:</p> <ul style="list-style-type: none"> i) utilise equipment that enables the required minimum temperature to be reached and maintained for the duration of the treatment ii) ensure that all material subject to biosecurity control is kept below the surface of the water for the entire treatment duration iii) have the equipment/container covered for the duration of the treatment iv) monitor the temperature at minimum 5 minute intervals v) ensure effective treatment by, commencing the treatment stage when the water is at the minimum temperature after the introduction of the waste vi) have the sensor positioned in the lower third of the treatment container and not be able to come in contact with the walls or bottom of the container. 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor iv) minor v) minor vi) minor
4.3	<p>To ensure accurate measuring of temperatures sensors, all sensors used with the heat treatment must:</p>	<ul style="list-style-type: none"> i) minor ii) minor

	Requirement	Non-conformity
	i) be calibrated (to the temperature being used) using measuring equipment that has a current certificate of calibration issued by a body with third-party accreditation for conducting such calibrations (for example NATA) ii) have calibration performed at least every 12 months.	
4.4	To ensure that the department approved temperature is met when undertaking heat treatment, the biosecurity industry participant must consider the estimated uncertainty and any calibration error.	minor
4.5	Retreatment must be undertaken when there are any changes in temperature parameters (including failure to maintain the required temperature for the specified duration) or equipment.	major
4.6	When hypochlorite or virkon treatment is undertaken the biosecurity industry participant must ensure that all material subject to biosecurity industry control is kept below the surface of the treatment liquid for the duration of the treatment.	minor

5 Transport of goods subject to biosecurity control

Table 5 Movement to support areas, co-located AA sites or AA sites at the one physical site address requirement

	Requirement	Non-conformity
5.1	Goods subject to biosecurity control moved between co-located approved arrangement sites, or support areas outside the containment boundary, or facilities at the one physical site address, must be within a primary container/receptacle that is shatter proof, crush resistant and prevents the spillage, loss or escape of the goods subject to biosecurity control.	major

6 Information management

Table 6 Microbiological records requirements

	Requirement	Non-conformity
6.1	The biosecurity industry participant must maintain records of any direct or indirect derivatives from the original goods subject to biosecurity control, including records of: i) type and approximate quantities (for example kilograms, litres, numbers) ii) location or part of the facility where held iii) which goods (for example species) subject to biosecurity control the culture or substance was derived and traceability to Import Permit, biosecurity control direction.	i) minor ii) minor iii) minor
6.2	Where water heat treatment is undertaken for biosecurity waste at the approved arrangement site, the biosecurity industry participant must provide records of: i) monitoring temperatures ii) sensor positions iii) result and duration of treatment. Note: Records of monitoring, includes the sensor positions within the container being used and temperatures at the required monitoring interval.	i) minor ii) minor iii) minor
6.3	Where onsite treatment of gloves and paper towels is undertaken, the biosecurity industry participant must provide a certificate of calibration for the temperature gauge/temperature sensor.	minor

Part 2: Section 2 –Animal and aquatic containment requirements – class 5.12

Purpose

To have in place the specific physical and procedural measures to handle goods subject to biosecurity control that may contain microorganisms and reduce the likelihood of the goods or organisms escaping from containment.

Scope

Biosecurity industry participants must comply with these requirements and the generic requirements in Part 1 of this document for approval of a biosecurity animal/aquatic containment level 1 (BC1) approved arrangement site.

1 Construction

Table 1 Construction requirements

	Requirement	Non-conformity
1.1	Facilities must prevent: i) non-controlled animals (excludes birds and rodents) accessing the water supply (for example drinking troughs) of animals subject to biosecurity control ii) physical contact between animals not of equivalent health status, or not subject to biosecurity control iii) non-controlled animals, or animals not of equivalent health status, accessing any waste dispersed outside the enclosure holding the imported animal.	i) major ii) major iii) major
1.2	Work surfaces must: i) be impermeable to liquids ii) have any joints sealed iii) where there is a wet area, seal ends of work surfaces to adjacent walls and sinks.	i) minor ii) minor iii) minor
1.3	To facilitate animal examination and treatment (where these activities are conducted) the biosecurity facility must have: i) the ability to restrain the animal for examination, medication and sample collection (for example crush, cradle or similar device) ii) containers for the collection of sharp items as per AS 4031 iii) hand decontaminating facilities (hand basin/sink or other means of decontaminating hands such as dispensers fitted with antiseptic solutions).	i) minor ii) minor iii) major
1.4	Dissection tables must be impermeable to liquids.	minor

2 Wash facilities

Table 2 Wash facility requirements

	Requirement	Non-conformity
2.1	<p>The biosecurity industry participant must have washing facilities for the cleaning and disinfection of transport vehicles and/or equipment. These wash facilities must:</p> <ul style="list-style-type: none"> i) be impermeable and ensure all residues/sediment and splash from cleaning operations are contained within the facility boundary and the liquid waste flows directly into holding tanks or a municipal sewage system or department approved system ii) have all sewage/drainage lines protected from physical damage. <p>Note: Where municipal sewage connection is not available and tanks are used, the tanks must be fully enclosed.</p>	<ul style="list-style-type: none"> i) major ii) minor
2.2	Soil traps must be installed in drains in locations where drainage inflow is likely to contain solids (for example, detritus, animal refuse or other particulates).	major
2.3	Enclosed facilities must be constructed in a manner that allows cleaning and, if required, decontamination. Floors and walls must be impermeable to liquids.	minor

3 Dissection and post mortem examinations

Table 3 Dissection and post mortem examination requirement

	Requirement	Non-conformity
3.1	Facilities for post-mortem examinations must comply with all biosecurity containment requirements of an enclosed BC1 facility (for example, be fully enclosed with floors that are impermeable).	major

4 Alternative liquid waste treatments – no access to sewer

Table 4 Alternative treatment – hypochlorite requirement

	Requirement	Non-conformity
4.1	<p>A hypochlorite treatment system must incorporate:</p> <ul style="list-style-type: none"> i) screening liquid waste through a 100 micron filter prior to treating with hypochlorite ii) an enclosed liquid waste treatment tank with an attached mechanical agitation method for mixing hypochlorite and liquid waste. <p>Note: To assist in ensuring effective hypochlorite treatment, reference should be made to the Informative Text.</p>	<ul style="list-style-type: none"> i) major ii) minor

5 Work practices

Table 5 General work practices – enclosed facilities requirements

	Requirement	Non-conformity
5.1	Installed soil traps must be cleaned to prevent the blocking of systems or the drainage outflow, removing the solids (for example detritus, animal refuse or other particulates). Any solids removed must be disposed of as biosecurity waste.	major
5.2	Enclosed approved arrangement site facilities which are to be used for goods not subject to biosecurity control must be either:	<ul style="list-style-type: none"> i) minor ii) minor

	Requirement	Non-conformity
	i) decontaminated as detailed in the departments decommissioning requirements, or ii) unstocked for at least 30 days.	
5.3	Open approved arrangement sites which are to be used for biosecurity control must be unstocked for at least 30 days prior to using these areas for animals not subject to biosecurity	minor

6 Animal health management

Table 6 Animal health management - health monitoring requirement

	Requirement	Non-conformity
6.1	Monitoring for any symptoms of illness, parasites, injury or abnormal behaviour must be conducted daily or as specified in the relevant department approval (for example in-vivo approval).	minor

7 Animal husbandry and management

Table 7 Animal husbandry and management requirements

	Requirement	Non-conformity
7.1	While animals are subject to biosecurity control, the biosecurity industry participant must: i) ensure that all items (for example faeces) related to the animals subject to biosecurity control or other biosecurity material (for example animal bedding, toys) collected from enclosures (for example animal housing such as a stable, yard, pond, pool or tank) are handled within the biosecurity area and disposed of as biosecurity waste or held pending the release of the consignment ii) notify the department if an animal is unexpectedly sick or dies when subject to biosecurity control.	i) major ii) major
7.2	When animal bedding is removed, cleaned and/or replaced the actions taken must ensure that the bedding remains contained throughout this process.	minor
7.3	The biosecurity industry participant must prevent the unauthorised movement of animals into or out of the biosecurity area(s) (for example paddocks).	major
7.4	Handling facilities (for example for loading, holding, treatment, inspection) for animals subject to biosecurity control must not be used simultaneously for animals of differing isolation/biosecurity control status.	minor
7.5	Animal carcasses must be: i) disposed of immediately after death, or ii) disposed of immediately after post mortem examination, or iii) where not disposed of, stored at 4 degrees Celsius or below until disposal.	major

8 Dissection and post mortem

Table 8 Dissection and post mortem requirements

	Requirement	Non-conformity
8.1	If an animal dies or is euthanized (due to unexpected illness), the biosecurity industry participant must: i) immediately notify the department	i) major ii) minor

	Requirement	Non-conformity
	ii) upon confirmation from the department conduct or arrange a post-mortem examination of the animal.	
8.2	A post mortem must be conducted within 12 hours or the animal carcass stored at 4-5 degrees Celsius for no more than 3 days.	major
8.3	Following post-mortem examination animal carcasses must be: i) immediately disposed of, or ii) where not disposed of, stored at 4 degrees Celsius or below until disposal.	major
8.4	When conducting post-mortem examinations, the biosecurity industry participant must: i) use gloves, aprons or other personal protective equipment such as, eye or face protection ii) decontaminate (with a department approved disinfectant) used spillage trays, containers or instruments.	i) minor ii) major
8.5	Where an individually contained animal subject to biosecurity control dies, the biosecurity industry participant must thoroughly clean and disinfect (with department approved disinfectant) the impermeable surfaces of enclosures (for example animal housing such as a stable, or pond, pool, tank) and any equipment retained in the enclosure or used with the disposal of the animal.	major

9 Livestock undergoing in-vivo trials

Table 9 Livestock undergoing in-vivo trial requirement

	Requirement	Non-conformity
9.1	A biosecurity area with permeable surfaces must remain unstocked for at least 30 days prior to restocking with animals not subject to biosecurity control or a different cohort of animals subject to biosecurity control.	major

10 AA site personnel

Table 10 Personal protective equipment contamination control requirement

	Requirement	Non-conformity
10.1	The biosecurity industry participant must prevent contamination being removed from the facility on the: i) hands. Suitable measures include the use of gloves or the washing of hands when leaving the facility ii) body. This may require personal protective equipment such as dedicated footwear, aprons, gowns or overalls to be worn and removed prior to leaving the facility.	i) minor ii) minor

11 Transport of goods subject to biosecurity control

Table 11 Transport of goods subject to biosecurity control requirements

	Requirement	Non-conformity
11.1	Following the transport of animals subject to biosecurity control, the biosecurity industry participant must: i) clean and disinfect (using department approved disinfectant), pens/cages, or sections of transport vehicles contaminated by urine, faecal or other biosecurity material (for example animal bedding) within an approved wash facility. ii) clean wash facilities immediately following the cleaning of equipment and/or vehicles.	i) minor ii) minor

	Requirement	Non-conformity
11.2	If bedding is used it must be disposed of as biosecurity waste and any water trough used must be cleaned with a department approved disinfectant.	minor

12 Movement to non co-located approved arrangement sites

Table 12 Movement to non co-located approved arrangement sites (not at one physical site address - transport of live animal requirement

	Requirement	Non-conformity
12.1	The department must be notified in writing and approval obtained, prior to the transport of live animals subject to biosecurity control to non co-located approved arrangement sites.	major
12.2	Animal transport to non co-located approved arrangement site must be in a manner that prevents escape of the animal or contact with animals not subject to biosecurity control or a different cohort of animals subject to biosecurity control.	major

Table 12.1 Movement to co-located approved arrangement sites at the one physical site address – animal movement requirement

	Requirement	Non-conformity
12.1.1	Animal movement or transport between co-located approved arrangement sites (facilities) must be in a manner which ensures that animals subject to biosecurity control do not have physical contact with animals not subject to biosecurity control or a different cohort of animals, their water or feed.	major

13 Biosecurity treatments and waste management

Table 13 Biosecurity treatments and waste management - contaminated or potentially contaminated solids requirement

	Requirement	Non-conformity
13.1	<p>When on-site deep burial of carcasses subject to biosecurity control is undertaken the:</p> <ul style="list-style-type: none"> i) excavation must be of a depth to ensure that the carcass is covered with 2 metres of compacted fill ii) components of the transport vehicle or receptacle that have come into contact with the goods subject to biosecurity control must be decontaminated following on-site deep burial. <p>Note: Item (ii) will require using a department approved disinfectant and washing of the receptacle/vehicle at the deep burial site or at an approved wash facility at the approved arrangement site.</p>	<ul style="list-style-type: none"> i) major ii) minor

Table 13.1 Livestock undergoing in-vivo trials requirement

	Requirement	Non-conformity
13.1.1	Waste (for example manure/faeces) from animals subject to biosecurity control must be held for 30 days (from collection) before being distributed only within the boundaries of the approved arrangement site.	major

Table 13.2 Contaminated or potentially contaminated liquid requirements

	Requirement	Non-conformity
13.2.1	Imported water must be treated before disposal, by either: <ul style="list-style-type: none"> i) steam sterilisation for salt water ii) hypochlorite or steam sterilisation for fresh water, or iii) a department approved method. 	major
13.2.2	Contaminated or potentially contaminated liquids at enclosed animal facilities must be: <ul style="list-style-type: none"> i) treated by hypochlorite ii) collected and retained within enclosed tanks or similar for the duration of the biosecurity period, or iii) treated by an alternative department approved method (for example steam sterilisation). 	i) major ii) minor iii) minor

Table 13.3 hypochlorite treatment requirements

	Requirement	Non-conformity
13.3.1.	Alternative hypochlorite treatment for waste water (for example liquid waste, imported fresh water) must be undertaken in accordance with the following process: <ul style="list-style-type: none"> i) have filtration through a 100 micron filter ii) test liquid waste to ensure a pH range between 5.0 and 7.0 (where the pH is not within this range, add acid or alkaline products and bring the liquid waste to within this range), then iii) add hypochlorite to achieve 200 parts per million (ppm) free chlorine (at the end of the 10 minutes agitation cycle), then iv) mechanically agitating in a retention vessel for 10 minutes, then v) testing (after agitation) to determine the free chlorine level is at least 200 ppm, then vi) retain the waste water in the treatment tank for 1 hour following confirmation of concentration at minimum 200 ppm, then vii) test that the concentration of the waste water is at least 5 ppm free chlorine at the conclusion of the 1 hour treatment period. 	i) major ii) major iii) major iv) major v) major vi) major vii) minor
13.3.2	Hypochlorite must be used within either: <ul style="list-style-type: none"> i) an expiry time frame as specified by the manufacturer, or ii) used within 2 years of the manufacture date. 	major

14 Monitoring alternative liquid waste treatment

Table 14 Monitoring alternative liquid waste treatment requirements

	Requirement	Non-conformity
14.1	During the treatment of contaminated or potentially contaminated liquids the biosecurity industry participant must, when operational, undertake weekly inspection for leaks from: <ul style="list-style-type: none"> i) pumps ii) valves iii) tanks iv) hypochlorite metering/dosing equipment (where applicable) v) filter housing, pipes and connections where visible. 	minor
14.2	When leaks are detected they must be immediately repaired.	major

14.3	All waste filter media and detritus/refuse captured by filter media or screens must be treated as biosecurity waste.	major
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15 Waste water retention – for biosecurity period – enclosed facilities

Table 15 Waste water retention in enclosed facilities requirements

	Requirement	Non-conformity
15.1	When all animals within a facility have been released from biosecurity control, the liquid waste water held in the enclosed tanks, can be released from biosecurity control.	minor
15.2	Arrangements must be in place for the: <ul style="list-style-type: none"> i) collection of liquid waste by a department approved transporter ii) disposal at a municipal sewerage system. 	major

16 Biosecurity waste storage

Table 16 Biosecurity Waste storage requirement

	Requirement	Non-conformity
16.1	Biosecurity waste from a consignment, held pending the release of the consignment subject to biosecurity control must be segregated from other waste.	major

17 Biosecurity waste management

Table 17 Biosecurity Waste management requirements

	Requirement	Non-conformity
17.1	When onsite treatment of gloves and paper towels is undertaken, the biosecurity industry participant must utilise one of the following methods: <ul style="list-style-type: none"> i) heat treatment by submersion in water to one of the following approved minimum temperatures and times: <ul style="list-style-type: none"> a) 100°C for 30 minutes b) 99°C for 40 minutes c) 98°C for 50 minutes d) 97°C for 60 minutes e) 96°C for 80 minutes f) 95°C for 100 minutes g) 94°C for 120 minutes h) 93°C for 150 minutes i) 92°C for 200 minutes ii) moist heat sterilisation as prescribed by the department (in part 1 of this document) iii) hypochlorite treatment (submersed) as prescribed in this document iv) virkon treatment (1%) by submersion with a minimum contact time of 60 minutes. 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor iv) minor
17.2	When heat treatment by submersion in water is used, the biosecurity industry participant must: <ul style="list-style-type: none"> i) utilise equipment that enables the required minimum temperature to be reached and maintained for the duration of the treatment ii) ensure that all material subject to biosecurity control is kept below the surface of the water for the entire treatment duration iii) have the equipment/container covered for the duration of the treatment 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor iv) minor v) minor vi) minor

	<ul style="list-style-type: none"> iv) monitor the temperature at minimum 5 minute intervals v) ensure effective treatment by, commencing the treatment stage when the water is at the minimum temperature after the introduction of the waste vi) have the sensor positioned in the lower third of the treatment container and not be able to come in contact with the walls or bottom of the container. 	
17.3	<p>To ensure accurate measuring of temperatures sensors, all sensors used with the heat treatment must:</p> <ul style="list-style-type: none"> i) be calibrated (to the temperature being used) using measuring equipment that has a current certificate of calibration issued by a body with third-party accreditation for conducting such calibrations (for example NATA) ii) have calibration performed at least every 12 months. 	<ul style="list-style-type: none"> i) minor ii) minor
17.4	To ensure that the department approved temperature is met when undertaking heat treatment, the biosecurity industry participant must consider the estimated uncertainty and any calibration error.	minor
17.5	Retreatment must be undertaken when there are any changes in temperature parameters (including failure to maintain the required temperature for the specified duration) or equipment.	minor
17.6	When hypochlorite or virkon treatment is undertaken, the biosecurity industry participant must ensure that all material subject to biosecurity industry control is kept below the surface of the treatment liquid for the duration of the treatment.	minor

18 Information management

Table 18 Information management - general animal record requirement

	Requirement	Non-conformity
18.1	Animal records must include, where applicable, the department in vivo approval, health certificates and date of release.	minor

Table 18.1 Information management - health monitoring and post mortem record requirements

	Requirement	Non-conformity
18.1.1	<p>The following health records must be maintained for all animals subject to biosecurity control:</p> <ul style="list-style-type: none"> i) record of any symptoms of illness, parasites, injury or abnormal behaviour ii) sufficient information on the health monitoring record to accurately identify the animal (for example name, reference number from microchip, ear tag), its location (for example compound, paddock, cage/shed), the type of health monitoring (for example general examination or specific testing/examination), who undertook the health monitoring (approved arrangement operator or a veterinarian), the date undertaken and comments and reasons if part of an examination/monitoring is not undertaken iii) any other treatments/medications given or tests performed, including time, date and who authorised the treatment/test. 	<ul style="list-style-type: none"> i) minor ii) major iii) minor
18.1.2	All health records must be completed immediately following the action taken.	minor
18.1.3	<p>A post mortem examination report must include:</p> <ul style="list-style-type: none"> i) date of examination ii) veterinary officer who undertook the examination 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor

	iii) entity, quarantine premises registration (QPR) number and address where examination occurred iv) animal identification v) results/finding of external and internal examinations vi) pathology/chemical/specimen results vii) findings or opinion as to cause of death.	iv) minor v) minor vi) minor vii) minor
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Table 18.2 Information management -onsite deep burial record requirement

	Requirement	Non-conformity
18.2.1	Where deep burial is undertaken for the disposal of contaminated or potentially contaminated solid goods/waste/material subject to biosecurity control (for example bedding, animals), records must enable the identification of individual burial plots (for example measured distances of plot boundaries to approved arrangement site boundaries or GPS coordinates) on a site plan.	- minor

Table 18.3 Information management - waste water records – animal facilities hypochlorite treatment requirement

	Requirement	Non-conformity
18.3.1	Hypochlorite treatment records must include: i) date and times of testing (for example times when testing of concentration is taken) ii) initial pH of liquid waste iii) pH adjustment (where required) i.e. initial pH and final pH (after addition of acid or alkali) iv) amount of hypochlorite added v) concentration of free chlorine in treatment tank after agitation vi) amount of additional hypochlorite added (where required) vii) concentration of free chlorine in treatment tank after further agitation (when additional hypochlorite added) viii) concentration of free chlorine at conclusion of 1 hour treatment and time treatment completed ix) date of manufacture of hypochlorite.	i) minor ii) minor iii) minor iv) minor v) minor vi) minor vii) minor viii) minor ix) minor

Table 18.4 Heat treatment record requirements

		Non-conformity
18.4.1	Where water heat treatment is undertaken for biosecurity waste at the approved arrangement site, the biosecurity industry participant must provide records of: i) monitoring temperatures ii) sensor positions iii) result and duration of treatment Note: Records of monitoring, includes the sensor positions within the container being used and temperatures at the required monitoring interval.	i) minor ii) minor iii) minor
18.4.2	Where onsite treatment of gloves and paper towels is undertaken the biosecurity industry participant must provide a certificate of calibration for the temperature gauge/temperature sensor.	minor

Section 3 – Plant containment requirements – class 5.14

Purpose

To have in place the specific physical and procedural measures to handle goods subject to biosecurity control that may contain microorganisms and reduce the likelihood of the goods or organisms escaping from containment.

Scope

Biosecurity industry participants must comply with these requirements and the generic requirements in Part 1 of this document for approval of a biosecurity plant containment level 1 (BC1) approved arrangement site.

3. Construction

Table 1 Construction – enclosed facilities requirements

	Requirement	Non-conformity
1.1	The facility must be fully enclosed within walls (with or without windows or transparent sections), doors, floors and roof or ceilings. Doors and windows must be lockable.	major
1.2	Transparent or semi-transparent/opaque sections of the walls, doors and roof coverings must be made from glass, polyethylene fabric (180 grams/metre), polycarbonate, flexible film plastics such as polythene (minimum 200 micron screens), or other alternative department approved material.	major
1.3	Floors must be impermeable to liquids and be cleanable.	major
1.4	All internal surfaces must be impermeable to liquids.	major
1.5	The facility must have an anteroom for entry and exit. The anteroom must allow goods subject to biosecurity control, equipment and trolleys to pass through ensuring one door can be closed at all times. Note: The anteroom can be a dedicated anteroom or an adjacent laboratory which must be moved through to obtain access to the plant facility.	major
1.6	A self-closing device must be fitted on each outer door.	minor
1.7	All work surfaces must be impermeable to liquids and be cleanable.	minor
1.8	Where plant holding platforms are used, these must: i) be made from impermeable materials ii) be raised above floor for drainage and ease of cleaning iii) where possible be free of structural voids. Where voids are required they must be accessible and cleanable.	minor
1.9	Tiered platforms must: i) be used in growth chambers/rooms ii) not be placed directly above one another unless platforms are sealed and provided with catching trays.	minor
1.10	Potting up areas separate from the BC1 facility must be fully enclosed within walls (with or without windows), doors, floors and ceilings. Doors and windows (where used), must be lockable.	major

	Requirement	Non-conformity
1.11	Work surfaces, floors or floor furnishings of the potting up area must be impermeable to liquids	major
1.12	On initial approval, the outer door opening of the greenhouse must have the following perimeter gaps when the door is closed: i) 5 mm maximum clearance in the bottom two corners ii) 2mm maximum clearance between seals and seating surface at any other point around the door perimeter.	i) major ii) major
1.13	Any openings in the walls or roof, such as vents and air conditioning or ventilation inlets and outlets, must be screened with fine mesh gauze with a maximum aperture of 0.5mm (500 micron). Note: The term 'maximum aperture' is the greater of the length or width of the aperture.	major
1.14	The BC1 containment boundary/envelope must be sealed to 500 microns (for example no gaps, fissures, apertures, penetrations or spaces that exceed 500 microns in width). This includes where there is emergency escape provision.	major
1.15	Soil traps must be installed in drains in locations where drainage inflow is likely to contain solids (for example detritus, plant refuse, or other particulates).	major
1.16	Contamination must be prevented from leaving the facility on footwear. Dedicated facility footwear, shoe covers (minimum 4mm thickness) or footbaths must be used.	major
1.17	Plant facility structures may be used for the simultaneous containment of both domestic and plants subject to biosecurity control when: i) plants subject to biosecurity control are held in structurally separate rooms and these rooms have door openings with the following perimeter gaps: a) 2mm maximum clearance between seals and seating b) 5 mm maximum clearance in the bottom two corners. ii) there are no openings in the wall separating the plants not subject to biosecurity control and plants subject to biosecurity control.	major

Table 1.1 Plant aquatic species only - additional requirement

	Requirement	Non-conformity
1.1.1	Plant aquatic species housing must be designed and constructed to prevent: i) snail/slug access to the tank holding the aquatic plant ii) recirculation of liquid to plants not subject to biosecurity control or outside the facility iii) liquid from the rupture or leaking of the largest tank escaping outside the facility.	i) minor ii) minor iii) major

Table 1.2 Alternative liquid waste treatments – enclosed facilities with no access to sewer general requirement

	Requirement	Non-conformity
1.2.1	Structures (for example bunding and a method of returning or discharging the spillage after treatment) must be in place to ensure retention of all waste water in the event of a holding tank failure when at full capacity.	major

Table 1.3 Alternative treatment – hypochlorite requirement

	Requirement	Non-conformity
1.2.2	<p>A hypochlorite treatment system must incorporate:</p> <ul style="list-style-type: none"> i) screening liquid waste through a 100 micron filter prior to treating with hypochlorite ii) an enclosed liquid waste treatment tank with an attached mechanical agitation method for mixing hypochlorite and liquid waste. <p>Note: To assist in ensuring effective hypochlorite treatment, reference should be made to the Informative Text.</p>	<ul style="list-style-type: none"> i) major ii) major

Table 1.4 Alternative treatment – slow sand filtration requirement

	Requirement	Non-conformity
1.4.1	<p>A sand filtration system must incorporate the following:</p> <ul style="list-style-type: none"> i) water filtration (in a non-reactive container/tank) through the filter bed of no more than 100 litres/hour per square metre of surface area of filter ii) a constant water layer to a minimum depth of 0.5 metres iii) a filter bed to a minimum depth of 1 metre. This can consist of sand, being 0.15-0.35mm, uniform and be washed free of loam, clay and organic matter or of granulated rockwool iv) a regulator valve, flow meter and fine mesh screen (500 micron)/filter at the outlet. 	<ul style="list-style-type: none"> i) major ii) major iii) major iv) major

Table 1.5 Rose scion wood enclosure (for budding onto domestic root stocks) only requirement

	Requirement	Non-conformity
1.5.1	<p>The biosecurity area must be enclosed by:</p> <ul style="list-style-type: none"> i) a perimeter fence (minimum height 1.5 metres), or ii) a lockable screen or poly house, or iii) an alternative department approved method. 	<ul style="list-style-type: none"> i) major ii) major iii) major

2 Work practices

Table 2 General practices – all facilities requirements

	Requirement	Non-conformity
2.1	The biosecurity industry participant must obtain prior written department approval for pruning and multiplying plants during the biosecurity control period.	major
2.2	Fungicides are not to be used without the department's prior approval.	major
2.3	Installed soil traps must be cleaned to prevent the blocking of drainage outflow systems that remove solids (for example detritus, plant refuse or other particulates). Any solids removed must be disposed of as biosecurity waste.	major
2.4	Multiple consignments of plants subject to biosecurity control must be segregated.	minor
2.5	The propagation of plants subject to biosecurity control must occur only when there is a corresponding biosecurity direction that specifies this activity.	major

Table 2.1 Horticultural and agricultural practice – enclosed facilities requirement

	Requirement	Non-conformity
2.1.1	<p>The biosecurity industry participant must implement pest and disease control management practices for all plants subject to biosecurity control, including:</p> <ul style="list-style-type: none"> i) inspecting for pest and disease at least once per week ii) removing leaf litter/plant debris from the biosecurity area at least once per week iii) removing all spent plant material from the biosecurity area at least fortnightly iv) disinfection of floors and benches following the release of consignments or the conclusion of research. 	<ul style="list-style-type: none"> i) major ii) minor iii) minor iv) major

Table 2.2 Rose scion wood (or budding onto domestic root stocks) only requirements

	Requirement	Non-conformity
2.2.1	<p>Rose scion wood subject to biosecurity control must:</p> <ul style="list-style-type: none"> i) be in a dedicated biosecurity area ii) not be grown within 30 metres of any plants of the rosaceous family. 	<ul style="list-style-type: none"> i) major ii) minor
2.2.2	Any plant that dies or fails to establish while subject to biosecurity control must be retained and referred to a biosecurity officer at inspection.	major

Table 2.3 Enclosed facilities requirements

	Requirement	Non-conformity
2.3.1	Plants released from biosecurity control must be removed from a plant facility structure or room where there are still plants subject to biosecurity control.	major
2.3.2	Enclosed approved arrangement site facilities which are to be used for goods not subject to biosecurity control must be decontaminated as detailed in the departments decommissioning requirements.	major
2.3.3	<p>Goods subject to biosecurity control must be held in sealed primary container devices when in a biosecurity containment storage area/unit.</p> <p>Note: The biosecurity containment storage unit may be within the biosecurity containment storage area.</p>	major
2.3.4	While goods subject to biosecurity control are held in primary containment, or being worked on, doors and or windows must remain closed.	major
2.3.5	Doors and windows must remain closed when goods subject to biosecurity control are being held in biosecurity containment storage, treatment and or support areas located outside the BC1 facility.	major
2.3.6	Potting up must occur within the containment boundary or in a dedicated potting up area within the same physical site as the BC1 facility.	major

Table 2.4 Pest management – enclosed facilities requirements

	Requirement	Non-conformity
2.4.1	A pest monitoring program must be implemented in enclosed facilities and consist of visual inspection of sticky traps at least once per week.	major
2.4.2	<p>Sticky traps in green houses must be:</p> <ul style="list-style-type: none"> i) hung just above the crop, numbered, with a minimum of one trap per 15 square metres of growing area 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor

	Requirement	Non-conformity
	ii) placed adjacent to vents and doors iii) replaced when dirty or when crowded with pests iv) mapped showing individual trap location in the growing area v) retained for inspection by a biosecurity officer.	iv) minor v) minor
2.4.3	If invertebrates such as thrips, aphids, leafhoppers, plant hoppers, whiteflies, mealybugs, psyllids or mites are found in enclosed facilities and/or damage is detected, the department must be contacted immediately and plants retained for inspection.	major/critical
2.4.4	Foliage from adjacent plants must be able to be readily deflected to one side with sufficient clearance for inspection.	minor

Table 2.5 Pest and disease control – aquatic plants only requirements

	Requirement	Non-conformity
2.5.1	Snail proofing methods for aquatic plants subject to biosecurity control must include: i) a tray surrounding the tank containing a dilute solution of copper sulphate (minimum 0.2 grams/100 litres of water), or ii) a department approved method.	minor
2.5.2	The copper sulphate solution within the tray must be 25mm deep and there must be 50mm width between the edge of the tray and the tank holding the aquatic plants subject to biosecurity control.	major
2.5.3	The copper sulphate solution must be changed every seven days or concentrations tested to ensure that the minimum solution (0.2 grams/100 litres of water) is maintained.	major

Table 2.6 Open biosecurity areas only requirements

	Requirement	Non-conformity
2.6.1	The biosecurity industry participant must implement a weed management plan for open biosecurity areas. Such a plan may include: i) chemical control- herbicide application ii) physical control - land fallowing, hand removal iii) cultural control, crop rotation.	major

Table 2.7 AA Site personnel – PPE contamination control (enclosed plant facilities only) requirements

	Requirement	Non-conformity
2.7.1	The biosecurity industry participant must prevent contamination being removed from the facility on the hands. Suitable measures include the use of gloves or the washing of hands when leaving the facility.	minor
2.7.2	On entering the facility and within the anteroom, personnel must put on dedicated facility closed footwear such as reusable boots, plastic disposable boots, shoe covers (minimum 4mm thickness), or walk through a footbath containing a department approved disinfectant.	minor
2.7.3	On exiting the facility and within the anteroom, personnel must remove dedicated facility closed footwear such as reusable boots, plastic disposable boots, shoe covers (minimum 4mm thickness), or walk through a footbath containing a department approved disinfectant.	minor
2.7.4	Dedicated facility footwear such as plastic disposal boots or shoe covers must not be removed from the biosecurity area unless being disposed of as biosecurity waste.	minor

Table 2.8 Facilities where footbaths are used requirements

	Requirement	Non-conformity
2.8.1	When footbaths are used the footbath must be: i) out of direct sunlight and protected from rain ii) large enough to allow a person to stand with both feet in the solution (containing a department approved disinfectant) iii) maintained to a depth of 40mm iv) contain a plastic synthetic bristle or sponge mat in the bottom of the footbath.	i) minor ii) minor iii) minor iv) minor
2.8.2	The footbath station must: i) incorporate a method of cleaning foot wear (for example shift brush) before the foot wear is immersed in the solution (containing a department approved disinfectant) ii) have clear instructions displayed, outlining the process to be followed i.e. use stiff brush to remove any debris, when stepping into the footbath immerse the whole tread of shoes, rub shoes vigorously on the plastic/sponge mat within the bath to ensure the sole and any other dirty area of the shoe is scrubbed thoroughly, ensure solution (containing a department approved disinfectant) is left on footwear after passing through the footbath, and display manufacturer's minimum contact times at each footbath station.	i) minor ii) minor
2.8.3	Footbaths must be drained, cleaned and the solution (containing a department approved disinfectant) refreshed every two days, or when concentrations fall below a manufacturer's recommended strength. Note: Manufacturer's test strips can be used to measure the solution strength.	minor

Table 2.9 Transport of goods to biosecurity control – all facilities - movement to non co-located approved arrangement sites (not at one physical site address) requirements

	Requirement	Non-conformity
2.9.1	The department must be notified in writing, prior to the movement of whole plants subject to biosecurity control to non co-located approved arrangement sites.	major
2.9.2	Whole plants subject to biosecurity control transported to non co-located approved arrangement sites must be in a primary container/receptacle that prevents loss or dispersion during transport or handling.	major
2.9.3	Plant material subject to biosecurity control transported to non co-located approved arrangement sites must be in a primary and secondary container/receptacle that prevents loss or dispersion during transport or handling.	major

Table 2.10 Movement to co-located approved arrangement sites or approved arrangement sites at the one physical site address requirement

	Requirements	Non-conformity
2.10.1	Plants and/or plant material transported to co-located approved arrangement sites must be within a primary container/receptacle that prevents the spillage, loss or dispersion of the goods subject to biosecurity control	major

Table 2.11 Biosecurity treatments and waste management – contaminated or potentially contaminated solids – compositing (plant solids) requirement

	Requirements	Non-conformity
2.11.1	On-site green manuring or returning crop residues to the soil must not be undertaken, until the plants subject to biosecurity control have been released from biosecurity control.	major

Table 2.12 Contaminated or potentially contaminated liquid – enclosed facilities requirement

	Requirements	Non-conformity
2.12.1	Where there is no access to sewer and a consignment is found to be diseased, the waste water, including waste water being retained within enclosed tanks, must be treated by a department approved method.	major

Table 2.13 Alternative treatment for plant liquids requirement

	Requirements	Non-conformity
2.13.1	Contaminated or potentially contaminated liquids at enclosed plant facilities must be: i) treated by hypochlorite, or ii) treated through a slow sand filtration system, or iii) retained within enclosed tanks for the duration of the biosecurity control period, or iv) collected by a department approved transporter and disposed of at a municipal sewerage system, or v) treated by an alternative department approved method.	i) major ii) major iii) major iv) major v) major

Table 2.14 Alternative treatment – hypochlorite treatment requirements

	Requirements	Non-conformity
2.14.1	Alternative hypochlorite treatment for waste water (for example liquid waste from plant irrigation activities) must be undertaken in accordance with the following process: i) have filtration through 100 micron filter ii) test liquid waste to ensure a pH range between 5.0 and 7.0 (where the pH is not within this range, add acid or alkaline products and bring the liquid waste to within this range), then iii) add hypochlorite to achieve 200 ppm free chlorine (at the end of the 10 minute agitation cycle), then iv) mechanically agitate in a retention vessel for 10 minutes, then v) test (after agitation) to determine the free chlorine level is at least 200 ppm, then vi) retain the waste water in the treatment tank for 1 hour following confirmation of concentration at minimum 200 ppm, then vii) test that the concentration of the waste water is at least 5 ppm free chlorine at the conclusion of the 1 hour treatment period.	i) major ii) major iii) major iv) major v) major vi) major vii) major
2.14.2	Hypochlorite must be used within either: i) an expiry time frame as specified by the manufacturer, or ii) used within two years of the manufacture date.	major

Table 2.15 Alternative treatment – slow sand filtration requirements

	Requirements	Non-conformity
2.15.1	When a slow sand filtration system is used the biosecurity industry participant must follow the following procedure for initial start-up or recommissioning following filter cleaning: <ul style="list-style-type: none"> i) fill the filter with potable water through the bottom of the unit to 0.1 metres above the sand level ii) open the raw liquid waste valve to allow filling to the working level (maximum 1.5 metres) iii) open the regulator valve to 1 quarter the normal filtration rate (25 litres/hour per square metre) and recirculate the liquid waste back to the catchment or holding tank, for iv) 24 hours at initial start-up, or v) 12 hours following filter cleaning. 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor iv) minor v) minor
2.15.2	The biosecurity industry participant must check, daily, the water level in the filter (must be a minimum 0.5 metres above the filter bed) and the rate of filtration.	major

Table 2.16 Monitoring alternative liquid waste treatment requirements

	Requirements	Non-conformity
2.16.1	During the treatment of contaminated or potentially contaminated liquids the biosecurity industry participant must, when operational, undertake weekly inspection for leaks from: <ul style="list-style-type: none"> i) pumps ii) valves iii) tanks iv) hypochlorite metering/dosing equipment (where applicable) v) filter housing, pipes and connections where visible. 	minor
2.16.2	When leaks are detected they must be immediately repaired.	major
2.16.3	All waste filter media and detritus/refuse captured by filter media or screens must be treated as biosecurity waste.	major

Table 2.17 Waste water retention –for biosecurity period – enclosed facilities requirements

	Requirements	Non-conformity
2.17.1	When all plants within a facility have been released from biosecurity control, the liquid waste water held in the enclosed tanks, can be released from biosecurity control.	major
2.17.2	Arrangements must be in place for: <ul style="list-style-type: none"> i) the collection of liquid waste by a department approved transporter and ii) the disposal at a municipal sewerage system. 	<ul style="list-style-type: none"> i) major ii) major

Table 2.18 Aquatic plants only requirements

	Requirements	Non-conformity
2.18.1	All liquid waste from, or waste potentially contaminated by, imported aquatic plants must be discharged to municipal sewer or treated by a department approved method.	major

Table 2.19 Biosecurity waste storage requirements

	Requirements	Non-conformity
2.19.1	Wooden packaging from a consignment, held pending the release of the consignment subject to biosecurity control, must be segregated from other waste.	major

Table 2.20 Information management – plant records – all facilities requirements

	Requirements	Non-conformity
2.20.1	Additional records to be maintained for plants subject to biosecurity control include: i) pest and disease monitoring. This must include date, field/plot/greenhouse description, pest and disease observations, observation method and comments on plant/crop health and/or growth stage ii) date and identifying information (for example biosecurity control direction, Import Permit Number) of any plants released iii) approximate quantities iv) treatments (excluding fertiliser application) such as Foliar, basal, stem, or cut surface applications given, or samples taken for testing and the results, including time and date of the application.	i) minor ii) minor iii) minor iv) minor
2.20.2	Where invertebrate traps are also used to assist with pest monitoring, the trap type must be recorded	minor

Table 2.21 Footbath records – enclosed facilities requirements

	Requirements	Non-conformity
2.21.1	Footbath disinfectant and cleaning records must include: i) start date ii) renewal and cleaning date iii) product used and concentration (percentage) iv) location and footbath number if there is more than one.	i) minor ii) minor iii) minor iv) minor

Table 2.22 Waste water records – enclosed facilities – hypochlorite treatment record requirements

	Requirements	Non-conformity
2.22.1	Hypochlorite treatment records must include: i) date and times of testing (for example times when testing of concentration is taken) ii) initial pH of liquid waste iii) pH adjustment (where required) i.e. initial pH and final pH (after addition of acid or alkali) iv) amount of hypochlorite added v) concentration of free chlorine in treatment tank after agitation vi) amount of additional hypochlorite added (where required) vii) concentration of free chlorine in treatment tank after further agitation (when additional hypochlorite added) viii) concentration of free chlorine at conclusion of 1 hour treatment and time treatment completed ix) date of manufacture of hypochlorite.	i) minor ii) minor iii) minor iv) minor v) minor vi) minor vii) minor viii) minor ix) minor

Table 2.23 Waste water storage record requirement

	Requirements	Non-conformity
2.23.1	<p>Records for contaminated or potentially contaminated liquids from multiple consignments, retained for the duration of the biosecurity control period, must include the date of the:</p> <ul style="list-style-type: none"> i) biosecurity control period for the consignment the waste water is generated from i.e. (the consignment with the most future date) ii) release for the consignment iii) disposal for the waste water. 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor

Table 2.24 Operational maintenance requirement

	Requirements	Non-conformity
2.24.1	Slow sand filtration operations must include recording the daily water level in individual filters.	major

Section 4 - Invertebrate containment requirements – class 5.15

Purpose

To have in place the specific physical and procedural measures to handle goods subject to biosecurity control that may contain microorganisms and reduce the likelihood of the goods or organisms escaping from containment.

Scope

Biosecurity industry participants must comply with these requirements and the generic requirements in Part 1 of this document for approval of a biosecurity invertebrate containment level 1 (BC1) approved arrangement site.

1 Construction

Table 1 Construction requirements

	Requirement	Non-conformity
1.1	The facility must be fully enclosed within walls (with or without windows), doors, floors and ceilings. Doors and windows (where used), must be lockable	major
1.2	The floors or floor furnishings of the facility must be impermeable to liquids.	major
1.3	On initial approval, the outer door opening of the greenhouse must have the following perimeter gaps when the door is closed: i) 5 mm maximum clearance in the bottom two corners ii) 2mm maximum clearance between seals and seating surface at any other point around the door perimeter.	major
1.4	Any openings in the walls or roof, such as vents and air conditioning or ventilation inlets and outlets, must be screened with fine mesh gauze with a maximum aperture of 0.5mm (500 micron).	major
1.5	Where plant holding platforms are used, these must: i) be made from impermeable materials ii) be raised above floor for drainage and ease of cleaning iii) not be placed directly above one another, unless platforms are sealed and provided with catching trays iv) where possible be free of structural voids. (Where voids are required they must be accessible and cleanable).	i) minor ii) minor iii) minor iv) minor
1.6	Soil traps must be installed in drains in locations where drainage inflow is likely to contain solids (for example detritus, plant refuse, or other particulates).	major

Table 2 Work surfaces – excludes plant holding platforms requirement

	Requirement	Non-conformity
2.1	Work surfaces must comply with the following: i) be finished with a material that is impermeable to liquids ii) have any joints sealed	i) minor ii) minor iii) minor

	Requirement	Non-conformity
	iii) where there is a wet area, ends of work surfaces must be sealed to end walls and sinks.	

Table 3 Work practices – general practices requirements

	Requirement	Non-conformity
3.1.	Doors and windows must remain closed when goods subject to biosecurity control are held within the BC1 facility.	major
3.2	Installed soil traps must be cleaned to prevent the blocking of drainage outflow systems that remove solids (for example detritus, plant refuse or other particulates). Any solids removed must be disposed of as biosecurity waste.	major
3.3	Invertebrates must be stored within a primary containment device whilst not undertaking work subject to biosecurity.	major

Table 4 AA site personnel – PPE contamination control requirement

	Requirement	Non-conformity
4.1	The biosecurity industry participant must prevent contamination being removed from the facility on the: i) hands. Suitable measures include the use of gloves or the washing of hands when leaving the facility. ii) body. This may require personal protective equipment such as dedicated footwear aprons, gowns or overalls to be worn, inspected (for attached invertebrates) and then removed prior to leaving the facility.	i) minor ii) minor

Table 5 Transport of goods subject to biosecurity control requirement

	Requirement	Non-conformity
5.1	Host materials used for transport of live invertebrates subject to biosecurity control, must be disposed of as biosecurity waste. The primary container used must be decontaminated, after usage, by a department approved disinfection method.	major

Table 6 Movement to non-located approved arrangement sites (not at one physical site address) requirements

	Requirement	Non-conformity
6.1	The department must be notified in writing and approval obtained, prior to the transport of live invertebrates subject to biosecurity control to non co-located approved arrangement sites	major
6.2	The transport of live invertebrates to non co-located approved arrangement sites must be in a crush resistant and shatter proof primary container/receptacle that prevents escape of the invertebrate, and a secondary containment/receptacle.	major

Table 7 Movement to co-located approved arrangement sites or approved arrangement sites at one physical site address requirements

	Requirement	Non-conformity
7.1	Live invertebrates subject to biosecurity control transported to co-located approved arrangement sites must be within a crush resistant and shatter proof primary container/receptacle that prevents escape of the invertebrate.	major

Table 8 Information management – general records requirement

	Requirement	Non-conformity
8.1	<p>The biosecurity industry participant must maintain records of any breeding and/or derivative from the original invertebrates subject to biosecurity control, including:</p> <ul style="list-style-type: none"> i) species and approximate quantities ii) location or part of the facility where held iii) which goods (species) subject to biosecurity control the invertebrate or derivative was derived and traceability to Import Permit and biosecurity control direction. 	<ul style="list-style-type: none"> i) minor ii) minor iii) minor