



REFERENCE

Guide to developing a Supply Chain Management System to manage biosecurity risks of imported cut flowers and foliage

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Purpose of this guidance

This guidance is provided to assist you (the importer) to develop a Supply Chain Management System to support your application for a permit to import fresh cut flowers and foliage into Australia. Importing flowers and foliage produced under a systems approach, approved by the National Plant Protection Organisation (NPPO) of the exporting country, may require a permit where non-compliance rates are high.

Your supply chain management system will be assessed by the department to determine if it is effective in preventing the arrival of pests that are of biosecurity concern to Australia.

Your supply chain management system document must be approved by the department before an import permit can be issued.

The department may refuse to issue a permit if it is not satisfied that the additional control measures described in the supply chain management system can reduce the biosecurity risk to an acceptable level. These measures are additional to any regulatory control measures required by the NPPO.

Any pests intercepted at the Australian border on your imported goods will be taken into consideration when the department assesses any subsequent applications for an import permit.

What is a Supply Chain Management System?

The supply chain of cut flowers and foliage is considered to be all activities that form the end-to-end cut flower and foliage process, that is, from production to export. This includes activities around flower production (cut flower growing facilities), pest management, harvesting and handling, packing houses, NPPO¹ inspection points, and transport.

If the existing supply chain has not been effective in preventing pests arriving in Australia, then **additional** control measures are needed along the supply chain. Therefore, you will need to demonstrate to the department what you propose to do to ensure the supply chain is effective in preventing the arrival of pests in Australia.

A supply chain management system is considered to be the supply chain **plus** the additional control measures you intend to put in place at one or multiple points along the supply chain.

A supply chain management system document must outline (and describe) the supply chain management system that you will be using to import cut flowers and foliage to Australia. It must also describe each additional control measure that will be used along the supply chain to manage biosecurity risk.

The control measures that you will put in place along the supply chain must be additional to any regulatory control measures required by the NPPO.

Requirements of a Supply Chain Management System

You will need to provide a scope of the activities of your supply chain management system.

The scope must include details of:

1. the supply chain (if known, include any regulatory control measures required by the NPPO)
2. the additional pest control measures you intend to put in place along the supply chain
3. how the control measures will be implemented
4. the process for addressing pest interceptions at the Australian border
5. how you will amend or update your supply chain management system

Your supply chain management system document must:

1. Include your company or business letterhead
2. Be dated
3. Include a statement of declaration:

For example: "The *<insert importer name>* Supply Chain Biosecurity Management System details the control measures that will be performed throughout the supply chain to ensure consignments of *<insert types of flower or foliage>* exported from *<insert country of export>* arrive free of pests of biosecurity concern to Australia."

1. Description of the supply chain

Your description of the supply chain must include details of:

- the supply chain as it is currently undertaken in the exporting country (i.e., flower production, pest management, harvesting and handling, packing house, NPPO inspection and transport)

¹ National Plant Protection Organisation of the exporting country

- if known, include the regulated control measures that are required by the NPPO, along the supply chain
- each entity involved in / part of the supply chain
 - for example, entities involved in biosecurity risk management prior to export such as growers, packing houses, consolidators, exporters, etc.

You can represent the supply chain in a flow diagram. The flow diagram should include sufficient detail to describe each stage of the supply chain (a template is provided in **Attachment 1**).

2. Description of additional control measures

You need to provide a description of each of the **additional** control measures you intend to put in place along the supply chain.

Your description of the control measures must include details of:

- a) the methodology
 - What is the control measure?
 - How will the control measure be performed?
 - When will the control measure be performed?
 - Where along the supply chain will the control measure be implemented?
 - Who will perform the control measure?
 - How and why will this control measure be effective in reducing live pests?
- b) details of the products used to manage pests
 - What pesticide(s) are being used?
 - What are the concentrations of the pesticide(s) being used?

Examples of control measures include:

- Additional or more intensive post-harvest inspections coupled with specified remedial actions e.g. rejection or reconditioning
- Pack house controls e.g. mechanical pest removal and insecticidal dips

You can include the additional control measures in the supply chain flow diagram to demonstrate where along the supply chain these control measures will be applied.

3. Implementation

Your supply chain management system document must include information about the arrangements in place between you and your grower/supplier, including:

- a) The commercial arrangements in place (e.g. commercial contracts or supply chain agreements)
- b) How the additional control measures will be implemented and managed, by whom and under what arrangement

It is important for the department to understand how much influence you have over the supply chain management system to:

- implement additional control measures
- amend control measures, and
- improve the effectiveness of the supply chain to manage biosecurity risk

When providing information about the arrangements you have along the supply chain, you may wish to present this in a table format, for example:

Entity type	Name of entity	Control measure entity will implement
Grower	Company Name	Application of additional in field control measure
	Address	100% inspection of flowers prior to entry into pack house
Consolidator	Company Name Address	Additional inspection prior to presenting to the NPPO

4. Process to address pest interceptions at the Australian border

Your supply chain management system document must include details of the process for how you will respond to and work with your grower/supplier should live pests of biosecurity concern be found on your consignments at the Australian border.

That is, the actions you will take to manage biosecurity risks, for example:

- notifying your supply chain entity, who is responsible for implementing the control measure, of the pests intercepted at the Australian border
- requesting corrective action be undertaken
- receiving confirmation that the corrective action has been applied
- removing the non-compliant entity from the supply chain

It is important that you consider and propose how you will provide non-compliance information back to your supply chain entity should the additional control measures not be effective in reducing pests and managing biosecurity risk.

It is also important to include information on what actions you will take should the entity remain non-compliant or not take corrective action.

The department requires assurance that you and your grower/supplier is able to (and willing to) take the necessary actions to rectify non-compliance and manage biosecurity risks.

5. Amendments

Your supply chain management system should be amended or adjusted, as needed, to ensure biosecurity risk continues to be managed and non-compliance remains very low.

When you develop your supply chain management system document you will need to include information about who is responsible for managing the supply chain management system, that is, who has control over it. In particular, who makes the decision about how and where the supply chain management system will be amended or adjusted should, for example, a corrective action results in a change to a control measure (or how the control measure operates and is implemented).

You will also need to include information about the process you have in place (or will put in place) to make those amendments or adjustments to the supply chain management system.

If you do make adjustments to your supply chain management system, this must be reflected in your supply chain management system document. You must provide an updated document to the department for consideration, when you next apply for an import permit.

You are also encouraged to maintain records of any amendments you make should the department request additional information when assessing your subsequent application for an import permit.

Checklist

This checklist is provided to assist you with completing your supply chain management system document.

Mandatory information

- Description of current supply chain
- Details of entities involved in the supply chain
- Description of additional control measures
- Details of the methodology of additional control measures
- Details of products used to manage pests
- Details of commercial arrangements in place
- Details of how additional control measures will be implemented and the arrangement with growers / suppliers / entities
- Details of the actions to be taken to manage biosecurity risk in the event of non-compliance
- Amendments to additional control measures / supply chain / supply chain management system reflected in the supply chain management system document

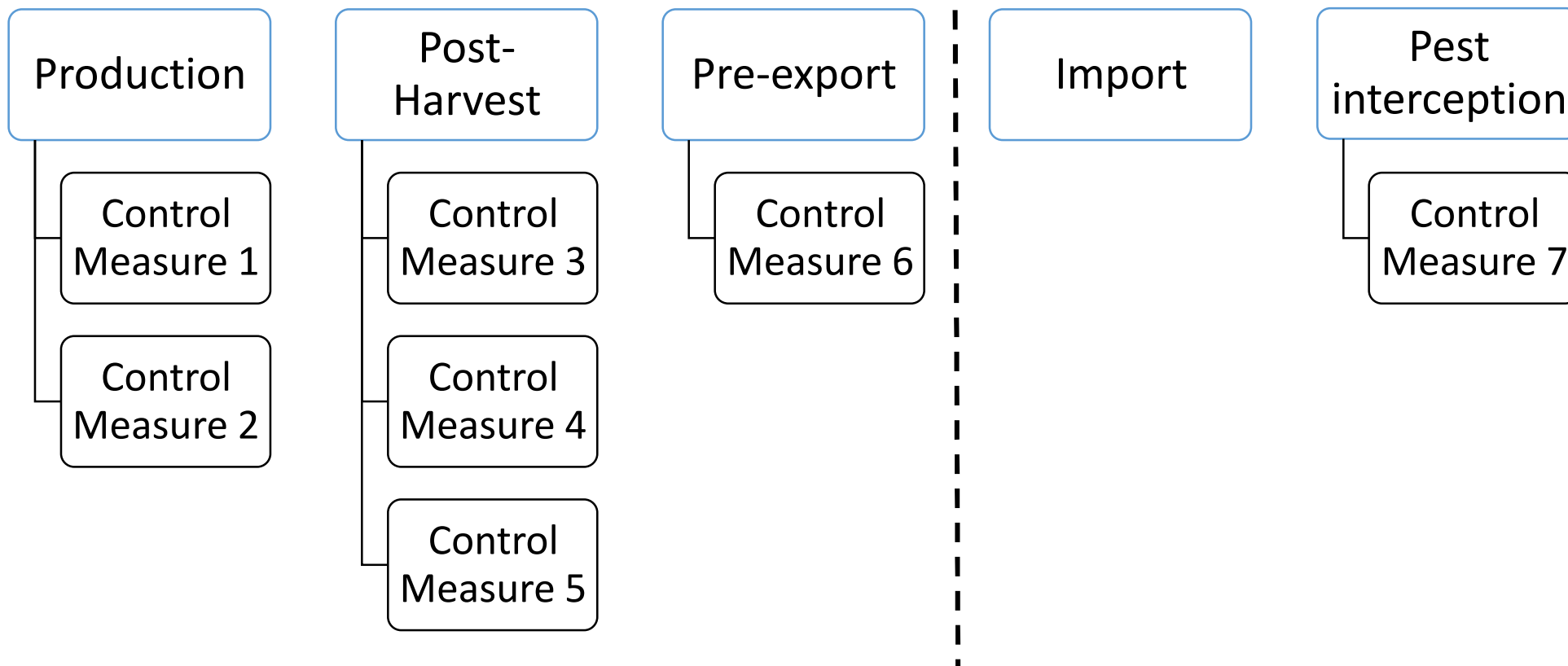
Note: You can submit additional information as part of your application for an import permit.

Version history

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

Version	Date	Amendment details
1.0	14 May 2019	First publication of this reference
2.0	23 August 2019	Updated version 1.0 with additional information

Attachment 1: Supply chain flow diagram template



This is a CONTROLLED document. Any documents appearing in paper form or offline are not controlled and should be checked against the web version prior to use.