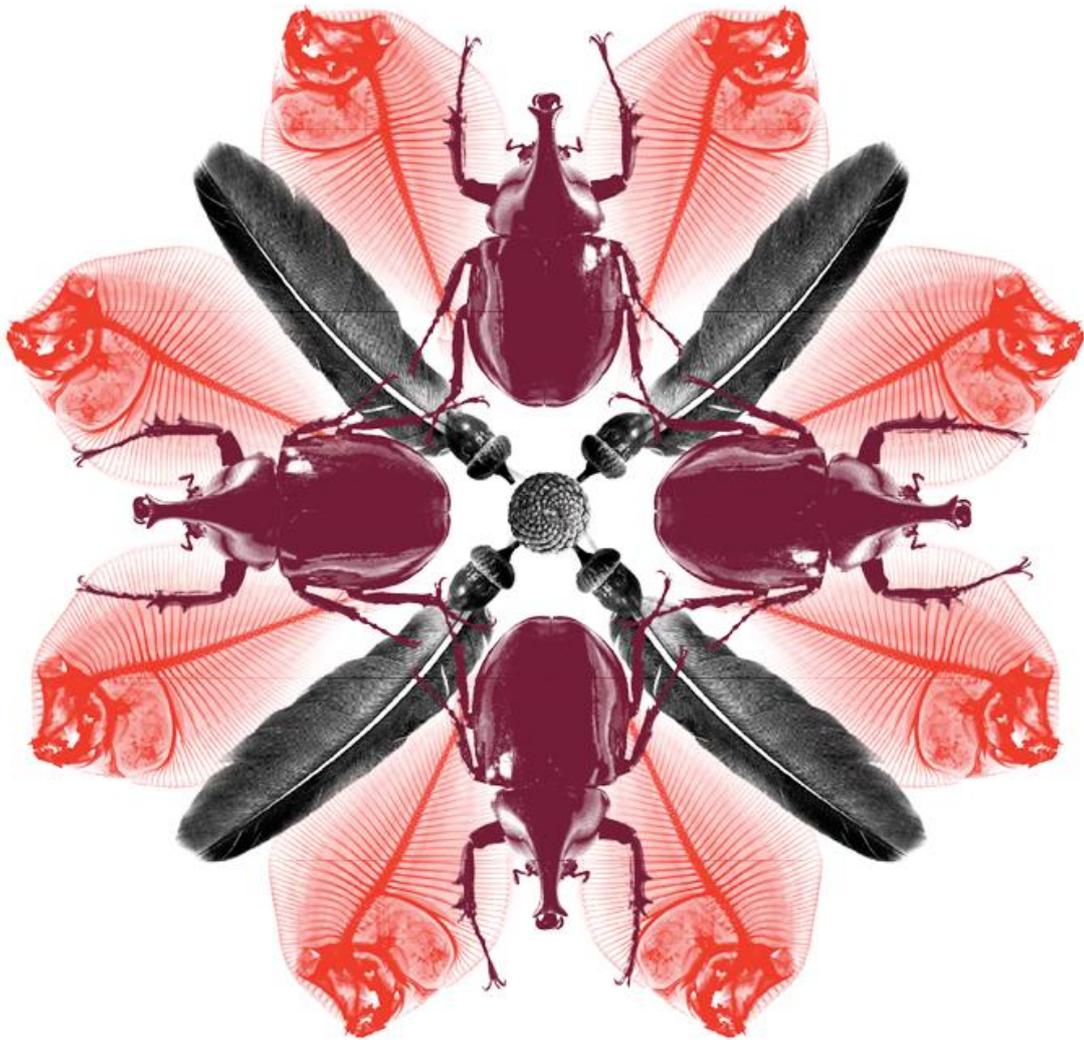


Approved Arrangements

For 7.8—Defence and police dogs
Information—Version 4.0



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Version control

Updates to this document will occur automatically on the department’s website and this revision table will list the amendments as they are approved. Specific sections updated are listed.

Date	Version	Amendments	Approved by
Jun 2013	1.0	First release	Caroline Martin, Director Industry Arrangements Reform Program
Nov 2013	1.1	Rebranding and minor amendments to criteria wording	Caroline Martin, Director Industry Arrangements Reform Program
Apr 2014	1.2	Minor amendments to criteria wording	Caroline Martin, Director Industry Arrangements Reform Program
Jun 2014	2.0	Removal of criteria Payment of fees: Fees must be paid for service imposed in accordance with section 46A (1) and section 86E of the Quarantine Act 1908 and subordinate legislation by the due date shown on invoices issued by the department.	Caroline Gibson, Director Approved Arrangements section
Apr 2016	2.1	Updated department branding	Caroline Gibson, Director Approved Arrangements section
May 2016	3.0	Updating to reflect the implementation of the Biosecurity Act 2015	Approved Arrangements section
Feb 2017	4.0	Removed reference to the Biosecurity Waste management Business Policy	Approved Arrangements section

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Part A—General information

Introduction

The purpose of this document is to provide information which will assist in understanding and complying with the requirements for the operation of an approved arrangements (AA) site for Defence and Police dogs.

A number of pests and diseases associated with the importation of dogs pose a serious biosecurity risk to domestic dogs and the wider Australian environment. The information in this document is intended to convey a better understanding of the serious threat that these pests and diseases pose and why specific requirements are necessary to address these biosecurity risks.

AA site applicants and operators are encouraged to read the AA for Defence and Police dogs Information document, along with the AA for Defence and Police dogs requirements. In contrast to the information document the purpose of the requirement document is to specify the set of requirements to be met for the approval, operation and audit of a site for Defence and police dogs (*Canis lupis familiaris*) returning from active service.

For more information on the auditing of a site for Defence and Police dogs refer to the *AA General Policies*, located on the [department's website](#).

This document is limited to providing guidance on the establishment and operation of an AA site for Defence and Police dogs. Guidance on the establishment and operation of sites for other commodities are out of scope in this document.

Contacts

For further information please contact aa.canberra@agriculture.gov.au. See the Department of Agriculture and Water Resources website for more contact details. Unless specified otherwise any references to contacting the department means contacting aa.canberra@agriculture.gov.au.

Purpose of a AA site for Defence and Police dogs

Defence and Police dogs returning from active duty overseas must undergo a Post Entry Quarantine (PEQ) period upon return to Australia. The length of this PEQ period will be outlined in the Import Permit and is dependent on the country/countries the dog has visited. Prior to the development and implementation of the AA for Defence and Police dogs requirements a returning dog was required to undertake PEQ in a government run quarantine facility. With the introduction of the AA site for Defence and Police dogs requirements industry now have the option of PEQ at either a government run biosecurity facility or an AA site for Defence or Police dogs.

The AA site for Defence and Police dogs requirements have been developed for the importation of returning Defence and Police dogs on active service to facilitate the special management requirements associated with Defence and Police operations.

Risks associated with Defence and Police dogs returning from active service

The diseases listed below may be transmitted either through a vector such as ticks or by direct or indirect dog-to-dog contact. The AA site requirements have been developed to address these sources of risk with the intention of preventing the transmission of the following diseases:

- Rabies
- Ehrlichiosis
- Leishmaniosis
- Brucellosis
- Leptospirosis.

For more information on these diseases refer to the [Centre for Food Security and Public Health web page](#).

Part B—Supporting information

This part of the document explains the reasoning behind the requirements and provides selected examples of how to comply with them. For consistency, the section headings within this part of the document align with those within the AA requirements:

- Administrative requirements
- Site and building requirements
- Operational requirements
- Biosecurity waste.

Each requirement may serve more than one purpose. A requirement may, for example, specify requirements for containment and also address management of animal health.

1. Administrative requirements

The overarching intent of this group of requirement is to address high level requirements that encompass both the initial approval of a site plus its ongoing administration.

1.1 Scope

This AA class was developed in response to the operational requirements associated with overseas deployments of Defence and Police dogs. It was also based on an assessment of the ability of potential Biosecurity Industry Participants (BIP) to manage the biosecurity risks on behalf of the department. For these two reasons the scope of this AA class is restricted to Defence and Police dogs returning from active service.

Because returning active service Defence and Police dogs may have been exposed to high risk diseases while on active duty, it is critical that such dogs are quarantined from the outside environment until it has been determined that they do not present a risk to Australia's biosecurity. Dogs undergoing PEQ cannot come into contact with, or be housed with, other dogs while the site is in use for PEQ because any direct or indirect contact poses an unacceptable risk of disease transmission.

1.2 Compliance

In being granted an approval to operate a site, a BIP is taking responsibility for the performance of biosecurity activities. The purpose of the requirement is to raise awareness of legislation and administrative policy that must be complied with. Compliance with the Biosecurity Act 2015, Import Permit conditions and any directions given by the department will be assessed during inspections and audits.

1.3 Approval for changes to the site

The purpose of requirement related to the requirement for a BIP to gain approval for any changes to their site and its operations is to ensure that the proposed changes will not compromise the performance of biosecurity activities.

Approval to change a site and its operations is neither automatic nor guaranteed and will be assessed on the merits of each individual circumstance. For example, where a site is to be relocated, the existing approval must be closed off and a new application for the proposed new site submitted and approved by the department, prior to any relocation occurring.

The BIP is responsible for the management of goods subject to biosecurity control, prior to and after permanent closure of the site. The department will work with the site to ensure biosecurity risks are managed.

1.4 Workplace health and safety

Workplace health and safety requirements must be maintained at all times so that anyone undertaking PEQ or monitoring compliance of the site through audits on behalf of the department can proceed safely.

2. Site and building requirements

The overarching intent of this group of requirements is to ensure that a site is suitably constructed and maintained to enable the containment of any biosecurity risk material and that the site as constructed can support or facilitate the implementation of appropriate work practices.

2.1 Location

A flooding or storm surge event can severely impact a site, particularly in relation to its ability to contain dogs and diseases of biosecurity concern. The purpose of requiring information relating to flooding and the QAP proximity to waterways is to enable an assessment on a case-by-case basis of the potential containment risk to the site.

Flood data for each state or territory can be obtained by requesting a Property Information Certificate or equivalent documentation through the Federal Government, the relevant state or local government, or a professional engineer.

A site is considered flood prone if a 100 year Average Recurrence Interval (ARI) flood or storm surge event is higher than the finished floor level of the site. This equates to a 1 in 100 year flood level or an Annual Exceedance Probability (AEP) of one per cent. If this flood data is not readily available the highest ARI or a defined flood level used by the relevant authority will be used instead.

Information on flooding and storm surges will need to be provided with the application to become a site for Defence and Police Dogs. Where the site is proposed for a flood prone area consideration will be given to:

- the likely frequency of flooding
- the likely severity of flooding

- proposed management strategies.

2.2 Plans

A current site plan which accurately describes the physical layout of the site enables the containment boundary to be clearly identified as well as the areas where biosecurity activities will be conducted. Information on a site plan helps the department understand where biosecurity activities will occur within the site, including where various work practices and procedures are performed.

A current drainage and plumbing plan which accurately describes the physical layout of a site's drainage system enables facilities and equipment which are used for or associated with liquid biosecurity waste disposal and treatment to be clearly identified. Liquid biosecurity waste produced by a site is required to be contained, disposed of or treated appropriately. The information provided by a drainage and plumbing plan will help to give the department the confidence that the site drainage system will support this.

An accurate drainage and plumbing plan which shows the overall layout and location of storm water, grey water, sewerage and/or wastewater treatment facilities as well as the drainage of kennel floors enables the department to understand and evaluate each element of the sites' drainage and plumbing system. For example biosecurity waste sent to the sewer must not be able to cross contaminate the sites' storm water drainage system which is not designed to receive sewerage or biosecurity waste. It is vital that the department has the confidence that a site drainage and plumbing system will not be the source of any potential incidents in which liquid biosecurity waste is released across the containment boundary without proper treatment, or becomes the source of contamination.

Site plans and drainage and plumbing plans must to be provided with the application to become a site for Defence and Police Dogs.

2.3 Structural requirements

The requirements in relation to biosecurity areas are to ensure that buildings or structures within a site are fit for the designed purpose, for example biosecurity functions such as containment or treatment. The outcome of containment is that any diseases of biosecurity concern, should they be present, will be contained within the site and therefore prevented from spreading to other dogs, or the broader Australian environment.

The AA requirements for Defence and Police Dogs are tailored to managing animal health and containment. If dogs are to be allowed off leash in the exercise area, the exercise area will need to be double-fenced, unless it is constructed of solid materials. The site perimeter fence is considered to be the outer of the two fences.

In designing fences for the containment of dogs the BIP must show the department that any custom designed fence is fit for this purpose and can meet the outcome specified in the requirement for fencing. The department has not prescribed a minimum standard to which a fence must be built; however the following is an example of how compliance can be demonstrated.

Example perimeter fence design specification:

- at least 2m high
- buried to a depth of 30cm (alternatives may include concrete surrounds with sufficient footings/foundations)
- top of fence to be angled inwards by 45 degrees
- constructed of a solid material or wire mesh. If wire mesh is used it must be of a small enough gauge to prevent animal's limbs from extending through the fence
- access points are to be limited in number.

The purpose of constructing a AA site so as to prevent direct or indirect contact between Defence and Police Dogs housed in adjoining kennels is to prevent disease transmission. A wall made of solid materials such as masonry or concrete would prevent direct or indirect contact from occurring. Indirect contact would for example include urine splash or fomite transfer. Direct contact includes nose-to-nose contact.

Compliance with construction requirements will be assessed at the time of initial audit and ongoing compliance will be assessed at future audits.

2.4 Site access

The department requires adequate access to a site in order to monitor and manage compliance. An all- weather road to the site and a parking space for use by Biosecurity Officers is necessary to achieve this. A local authority gravel road would for example normally be sufficient to provide access for vehicles to the site.

3. Operational requirements

The overarching intent of this group of requirement is to specify the operational activities that must occur within the site or be performed so as to properly manage PEQ of Defence or Police Dogs.

3.1 Handling of dogs in post entry quarantine

The purpose of the requirement related to the handling of Defence and Police Dogs in PEQ is to ensure that a BIP only performs biosecurity activities for which they have departmental approval. It is about ensuring that the activities in relation to biosecurity are controlled and that the persons performing biosecurity activities understand their responsibilities. Therefore, only persons who are properly trained may handle dogs undergoing PEQ.

3.2 Site records management

Records must be maintained in relation to any biosecurity activities, including for treatments, movements or disposal, pest control and biosecurity waste. These records will be assessed within the audit activities performed by the department, to monitor compliance with the site requirements.

The BIP must keep animal health records for dogs undergoing PEQ. This includes records of their daily monitoring and any veterinary examinations to demonstrate that the health of the

dog has been actively monitored throughout the PEQ period in accordance with Import Permit conditions.

3.3 Pests and vermin management—tick and parasite control

The department must be notified of the detection of any pest or exotic disease outbreak and/or establishment as soon as practical within 48 hours. This requirement is to ensure that the department is notified in a timely manner in order to implement appropriate steps to manage the situation.

BIPs are required to have an effective pest control system in place within their sites. Pests include arthropods, insects both flying and crawling, wild birds, and vermin. These pests are a potential vector or potential carrier of a disease of biosecurity concern.

An effective pest control system will most likely:

- deny pests entry to the sites
- deny pests potential food sources
- eliminates potential pest breeding/nesting or safe harbourage sites
- monitor for pest activity
- incorporate an effective pest eradication program or procedures.

A BIP needs to have pest control procedures for the site. Examples of particular strategies or actions that a BIP may take to address pest issues within the site may include use of physical barriers to deny pests access, cleaning and sanitation, the keeping of vegetation under control and the mowing of grass, chemical treatments, and the placement of bait stations, insecticutor devices or insect sticky catchers throughout the site.

A BIP must provide notification to the department of the detection of any pest outbreak or establishment. The presence of pests within a site may be apparent by the evidence of burrows, nests, scats or spoor. A BIP therefore should ensure that a pest monitoring program is in place to report on any pest or vermin activity or sightings.

Within the site, ticks are of particular concern because of their potential as a vector for diseases of biosecurity concern. The purpose of tick/pest control is to ensure that suitable preventative procedures, including treatment of potential harbourage and breeding sites within the site, are in place to prevent ticks from becoming a source of disease transmission.

To kill ticks or external parasites on a dog fipronil or permethrin are examples of two appropriate products for external application. To kill ticks on sites grassed areas, kennels and equipment a pyrethroid product such as bifenthrin, cyfluthrin, permethrin or cypermethrin should be used. The product must be registered for use in the relevant state/territory. Particular attention must be paid to cracks and crevices, including areas above head height where ticks can harbour when applying the product.

3.4 Hygiene

A site must be maintained to a standard of hygiene so that there is no accumulation of garbage that could harbour or attract pests or vectors of pests.

The BIP must ensure that the standard of hygiene to be maintained at the site is appropriate to dogs undergoing PEQ. This will involve implementing procedures to ensure that used materials or equipment (this includes but is not limited to transport crates, toys and bedding) and facilities, including kennels, are properly cleaned and disinfected to remove real or potential biosecurity risk material and therefore the potential for disease transmission.

3.5 Isolation

The purpose of Defence and Police Dogs requirements requiring dogs within the site to be isolated or physically separated from other dogs within the site, including during transport, is to ensure that there is minimal risk of cross contamination and the transmission of diseases of biosecurity concern.

Effective isolation of dogs undergoing PEQ will allow each dog to complete its PEQ period independently and potentially be released from biosecurity control at different times. Isolation is achieved through the use of distance or physical barriers. For example, a kennel can be separated from another kennel by a wall constructed of solid materials such as masonry or alternatively isolation of dogs in kennels or exercise pens may be achieved by separating each kennel or pen which is occupied by a dog, with an empty space.

If any dog to dog contact occurs, the BIP must contain and isolate both dogs and the department must be notified as soon as practical within 48 hours. Dog to dog contact could involve contact between a dog that is undergoing PEQ and a domestic dog or contact between two dogs that are both in PEQ.

The BIP must ensure that dogs undergoing PEQ are, at all times, kept physically separated from other dogs (including during transport), to ensure negligible risk of cross contamination from items subject to biosecurity control to:

- other dogs in PEQ
- imported dogs that have been released from biosecurity control
- domestic dogs
- the Australian environment.

3.6 Movement of dogs in post entry quarantine

The purpose of the requirement controlling the movement of dogs from a site is to ensure that dogs in PEQ being moved cannot escape and thereby spread diseases of biosecurity concern. The BIP is required to ensure that dogs are properly contained during the transportation process and that the entire process is managed. It is also essential that the dogs are traceable and any unauthorised release is prevented.

The approval to move dogs will only be granted in limited circumstances. The BIP must contact the department to obtain prior written approval and directions for the movement of a dog.

Movement must only occur where approval is granted. The department must be notified as soon as practical within 48 hours upon the detection of any unauthorised release of any dogs undergoing PEQ.

3.7 Identification

The entry and exit points of a site are required to display biosecurity signage. The purpose of the requirement is to warn persons that they are entering a restricted biosecurity area where biosecurity requirements and procedures are being undertaken. Dogs undergoing PEQ within a site are required to be identifiable as such.

3.8 Security arrangements and incident notification

Incidents that could threaten or compromise the security of the site may include willful damage, vandalism, trespass or unauthorised entry, or the unauthorised removal of biosecurity goods. The department requires notification of any such incidents in order to monitor the integrity of the site and to manage compliance.

The BIP must ensure the department is notified when there is:

- structural damage
- flooding or storm surge events
- spillages of quarantine material during transport
- any outbreak and/or establishment of pests or disease.

3.9 Contingency planning

The purpose of a contingency plan is to prepare for and, ideally, minimise the impact of unexpected events that could threaten or compromise the integrity of a site. A contingency plan should articulate the roles and responsibilities of people, actions to be taken and resources that would be required to effectively respond to an unexpected event.

In particular, the site needs to document a plan to manage the unexpected escape of a dog, however this is only one event that could occur and potentially expose the Australian environment to a disease of biosecurity concern. Other events include, but are not limited to, structural damage, environmental or natural disasters or spillage of biosecurity risk material.

A BIP must evaluate the physical environment surrounding the site and the operating environment within the site and develop contingency plans based on the specific risks of the site.

Employees within the site must be aware of the contingency plan and be prepared for the scenarios that may activate the plan. Upon activating a contingency plan the department must be notified as soon as practical within 48 hours, so that the department can take appropriate responsive action and provide the BIP with directions.

3.10 Animal health requirements

The PEQ period is required to determine if a dog has a disease of biosecurity concern. The requirements in relation to managing and monitoring a dog's health are critical to achieving this outcome. Compliance with these requirements will enable diseases of biosecurity concern to be correctly diagnosed for timely treatment or action. Dog health checks are required to be performed by persons who are properly qualified and with appropriate facilities and equipment.

The site will need to document procedures in relation to animal health, including the procedure for the daily monitoring of the dogs health. The procedures will need to outline the details concerning the agreement with a Nominated Veterinary Hospital to provide 24 hour veterinary service to the site for performing veterinary examinations and treatments. The procedures needs to articulate how the collection and transportation of pathology samples will be supervised. The procedures will also need to include details of the procedures for notifying the department regarding any dog's illness.

3.11 Deceased animal requirements

The purpose of requirements regarding a deceased animal are to ascertain the cause of death and to determine if a dog has died because of a disease of biosecurity concern. The BIP must arrange for a post mortem on a deceased dog within 48 hours of death, and notify the department that the dog has died or was euthanised.

If the post mortem cannot be performed within 12 hours the BIP must ensure that the deceased dog is stored at a temperature between 2°C to 6°C. The purpose of this requirement is to ensure that deceased dogs are stored appropriately until post mortem and disposal as biosecurity waste. If not stored as required the dog carcass may undergo significant decomposition which would potentially affect the post mortem results. A domestic type refrigerator set at a temperature of 2°C to 6°C (not a freezer) which can accommodate the largest size of dog kept at the site would normally meet the storage requirements for deceased dogs.

The post mortem must be performed at a State Government Animal Health Laboratory, which must also be a AA site, so that the cause of death is determined by appropriately approved and qualified persons. This requirement is also to ensure appropriate containment of the deceased dog in the event of disease. A thorough diagnostic post mortem would normally be performed by a veterinary pathologist. The pathologist will need to provide a detailed report on their post mortem findings, including a likely diagnosis as to the cause of death, where possible. The report must also provide details on any laboratory results.

A BIP is required to submit a copy of the final post mortem report so that the department is fully informed of the cause of death and is in a position to take appropriate responsive action should the cause of death be from a disease of biosecurity concern.

The procedures will need to document procedures associated with handling a deceased dog. This includes notifications to the department, post mortem arrangements, storage of the dog up until post mortem, and provision of the final post mortem report to the department.

4. Biosecurity waste

The purpose of these requirements is to ensure biosecurity waste is disposed of correctly as this material can become a source of risk for the transmission of pests or diseases of biosecurity concern.

Biosecurity waste for the purposes of a site for Defence and Police Dogs includes dog faeces, urine, vomit, and hair as well as bedding or equipment that has had contact with a dog and requires disposal. The department considers it appropriate for animal waste produced by a site for Defence or Police Dogs to be disposed of via a septic tank, provided that the septic tank has been approved via the local authority. The department considers that if a septic tank is approved to manage human waste then it is sufficient to manage the risk associated with dog waste.

If a BIP chooses to store biosecurity waste within a site for Defence or Police Dogs during the PEQ period that waste can only be released as domestic waste once dogs are released from biosecurity control and provided no dog was ill with a disease of biosecurity concern during the PEQ period. Any other biosecurity waste must be treated in a departmental approved manner. Refer to the department's website for further information and a list of Approved Disinfectants for Surface, Equipment and Hand Use at AA sites.