



Approved arrangement

3.4 – imported salmonid product processing Conditions

Version 1.0



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Version control

Updates to this document will occur automatically on the departments website and the revision table below will list the amendments as they are approved.

Date	Version	Amendments	Approved by
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Guide to using this document

This document sets out the conditions that must be met before the relevant Director will consider approval for the provision of biosecurity activities under section 406 of the *Biosecurity Act 2015*, otherwise known as an approved arrangement.

This document specifies the conditions to be met for the approval, operation and audit of this class of approved arrangement. Compliance with the conditions will be assessed by audit.

In the event of any inconsistency between these conditions 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.

Unless specified otherwise, any references to 'the department' or 'departmental' means the Department of Agriculture. Any references to contacting the department mean contacting your closest regional office.

Further information on approved arrangements, department contact details and copies of relevant approved arrangement documentation is available on the department's website: agriculture.gov.au.

Definitions

Definitions that are not contained within the [approved arrangements glossary](#) can be found in the *Biosecurity Act 2015* or the most recent edition of the Macquarie Dictionary. Further arrangement specific terms are defined in Table A.

Table A – Terms and definitions

Term	Definition
Minimum processing	Is a pre-border measure to reduce the amount of infectious material in imported salmonid. Biosecurity import condition for salmonid product requires minimum processing to: <ul style="list-style-type: none">• remove the head, gills and viscera• ensure all internal and external surfaces are thoroughly washed to remove contamination and any other extraneous material.

Other documents

The [Approved Arrangements General Policies](#) should be read in conjunction with these conditions. They will assist in understanding and complying with the obligations and conditions for the establishment and operation of an approved arrangement.

Noncompliance guide

The nonconformity classification against each condition is provided as a guide only. If more than one nonconformity is listed against a condition, the actual nonconformity applied will correspond to the gravity of the issue. The nonconformity recorded against any conditions remains at the discretion of the biosecurity officer.

Nonconformity classifications are detailed in the *Approved Arrangements General Policies*.

Key arrangement outcomes

Key arrangement outcomes (KAOs) are high level outcomes the biosecurity industry participant is responsible for meeting under an approved arrangement.

Each class condition for an approved arrangement is assigned a KAO.

KAOs are met by complying with the class conditions.

Table 1 List of KAOs including their purpose and description

KAO	Purpose	Further information
Containment	Goods subject to biosecurity control are contained in a way that prevents them, or any biosecurity risk material escaping into the environment.	<ul style="list-style-type: none"> • Generally applies to the biosecurity areas. • Prevent goods subject to biosecurity control and their contaminants from accidental or deliberate release or escape. • Both infrastructure and procedural practices for confining goods subject to biosecurity control within a defined space.
Isolation	Goods subject to biosecurity control are isolated from other goods in a manner that prevents cross-contamination or cross-infestation.	<p>Isolation must be maintained between goods subject to biosecurity and:</p> <ul style="list-style-type: none"> • domestic goods • goods previously released from biosecurity control, • goods for export • other consignments of goods subject to biosecurity control.
Security	Controls are in place that prevent unauthorised access to goods subject to biosecurity control.	<ul style="list-style-type: none"> • Generally applies to the site boundary but may be at the containment boundary within the site. • Both infrastructure (fences, locks, electronic monitoring) and procedural practices (training) to stop unauthorised people from accessing goods subject to biosecurity control. • Note: Unauthorised removal of goods subject to biosecurity control is considered to be a containment issue.
Identification	Goods subject to biosecurity control and areas in which biosecurity activities are carried out must be visually identifiable as such.	
Traceability	Goods that are or were, subject to biosecurity control, are linked to records of the origin and movement of the goods and the biosecurity activities carried out in relation to the goods.	
Hygiene	Approved arrangement sites are maintained in a state that minimises opportunity for, and susceptibility to pest, weed and disease establishment and/or infestation.	
Movement	Goods subject to biosecurity control only move beyond the site in accordance with departmental conditions and any required departmental authorisation.	
Release	Goods and their derivatives subject to biosecurity control are dealt with as such	Release from biosecurity control includes release by a biosecurity participant subject to

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KAO	Purpose	Further information
	until they are formally released from biosecurity control, or they are exported or destroyed.	s162 BA2015 only if expressly provided for in the approved arrangement and in accordance with the conditions of the approved arrangement.
Awareness	People performing activities involving goods subject to biosecurity control have the knowledge and capability to carry out those activities in accordance with the conditions of the approved arrangement.	
Inspection	The site has the equipment, facilities and processes that enable inspection of goods subject to biosecurity control.	
Treatment	The biosecurity industry participant has the processes and/or equipment and facilities to perform treatments of goods subject to biosecurity control in accordance with the conditions of the approved arrangement.	Required treatments will be advised on import permits, directions, class conditions, non-standard conditions (variations), process management systems and standard operating procedures (SOP). Note: SOPs are only required in those classes where there is a specific condition for a SOP to be in place.
Arrangement compliance	The biosecurity industry participant is required to carry out biosecurity activities in accordance with the arrangement.	
Notification	The department is advised of any event or circumstance for which it has specified that notification must be provided.	Those events to be notified are advised on import permits, directions, class conditions, non-standard conditions (variations), process management systems and standard operating procedures (SOP). Note: SOPs are only required in those classes where there is a specific condition for a SOP to be in place.
Supporting functions	Procedures, facilities and equipment are in place for the biosecurity activities carried out under the approved arrangement.	

Objective

Class 3.4 approved arrangement sites manage the biosecurity risks associated with imported salmonid product for human consumption, through processing into a consumer ready form.

Scope

Biosecurity activities performed under a class 3.4 approved arrangement are limited only to the receipt, storage and handling of imported salmonid product that is directed for processing by the department at the approved arrangement site. Any other biosecurity activities will require approval for the relevant approved arrangement class.

Imported salmonid product directed for processing at a class 3.4 approved arrangement site will have undergone minimum processing offshore. Some pathogens of biosecurity concern can remain in the product i.e. in muscle tissue, skeleton, kidney and head kidney. Further processing onshore, at a class 3.4 approved arrangement site is required by the department's biosecurity import conditions to ensure the biosecurity risks associated with imported, unprocessed salmonid product is managed prior to release of the product into the Australian marketplace for human consumption.

Under a class 3.4 approved arrangement, imported salmonid product must be processed into a consumer ready form, which manages the biosecurity risk and enables release of the product from biosecurity control, with any biosecurity waste generated through processing requiring disposal by a department approved method.

Further processing offshore can occur to transform salmonid product into a consumer ready form. Where the department's documentation assessment processes determine that the product does not comply with biosecurity import conditions for 'consumer ready', the product will be directed for processing at a class 3.4 approved arrangement site. For example, the department will direct processing at a class 3.4 approved arrangement site where the import weight per cutlet is 460 grams and processing is needed to resize the product to meet consumer ready weight for cutlets i.e. 450 grams.

Site location

Approved arrangement class 3.4 sites are not eligible for approval if they are located in:

- The Delatite Shire, Victoria
- The Murrindindi Shire, Victoria
- The Snowy Mountain region, New South Wales
- Tasmania

Information required for application

The following information is required by the department at time of application for a class 3.4 approved arrangement:

- a site plan which complies with conditions for approved arrangement sites plans prescribed for this arrangement.

Conditions

Table 1A Site personnel Information

- Accreditation training requirements are available on the [department's website](#).
- The definition of directly supervise is contained in the [Approved arrangements glossary](#).
- Capability includes accredited persons having the understanding/skill/ability to deal with the biosecurity risks associated with their role/function.
- Personnel includes employees and others working (paid or unpaid) for the biosecurity industry participant at the approved arrangement site.
- Accredited person records can be:
 - copies of training certificates
 - register containing the information required in the conditions below.
- The Biosecurity Industry Participant has a responsibility to ensure site personnel monitor goods subject to biosecurity control being handled at their approved arrangement site for biosecurity risks, such as contamination, infestation and evidence of infestation.
- Avoid using knockdown spray on nests and large populations of insects as this can lead to swarming and an inability to achieve containment. Instead, contact the department for advice.

KAO	Condition	Nonconformity guide
Awareness	1.1 The biosecurity industry participant must ensure only accredited persons or those persons under the direct supervision of an accredited person have physical access to goods subject to biosecurity control.	Major QPR Ref: 4230
Traceability	1.2 Records must be maintained of accredited persons.	Minor QPR Ref: 3004
Awareness	1.3 An accredited person must personally conduct or directly supervise activities involving physical contact with, or handling of items, subject to biosecurity control.	Major QPR Ref: 3002
Awareness	1.4 Accredited persons must have successfully completed accreditation training for the relevant approved arrangement class as specified on the department's website .	Major QPR Ref: 3003
Awareness	1.5 Accredited persons must be able to demonstrate an understanding of conditions applicable to the activities performed under this arrangement.	Major QPR Ref: 3989
Awareness	1.6 Arrangements must be in place to ensure persons handling goods subject to biosecurity control (included goods owned and handled for other parties) are aware of the biosecurity conditions that apply to that handling.	Major QPR Ref: 3532
Awareness	1.7 Persons handling goods subject to biosecurity control must be vigilant for biosecurity risks that could escape into the Australian environment. This involves inspecting for contamination, infestation and evidence of infestation: <ul style="list-style-type: none"> • on external surfaces of containers and non-containerised cargo that arrive at the approved arrangement site • when container doors are opened and during unpack of containers. 	Major QPR Ref: 4343

Table 1B Site personnel

KAO	Condition	Nonconformity guide
Containment	<p>1.8 Persons handling goods subject to biosecurity control must prevent the escape of any biosecurity risks into the Australian environment. This includes but is not limited to:</p> <ul style="list-style-type: none"> • applying knockdown spray to insects immediately following detection • closing the container doors immediately where infestation or evidence of infestation is detected during unpack • collecting contamination that has fallen from external container surfaces and placing it in a biosecurity waste container • collecting internal container contamination and placing it in a biosecurity waste container. 	Major or critical QPR Ref: 4344

Table 2 Site

KAO	Condition	Nonconformity guide
Security	2.1 Security measures must be in place to prevent access to and removal of goods subject to biosecurity control by unauthorised persons.	Major QPR Ref: 2970
Security	2.2 The biosecurity area must be located in a secure lockable building or in an area surrounded by a lockable security fence.	Major or critical QPR Ref: 3941
Hygiene	2.3 The standard of hygiene at the approved arrangement site must be appropriate for the nature of the goods subject to biosecurity control.	Minor or major QPR Ref: 2998
Hygiene	2.4 Areas where international goods and biosecurity waste are stored and handled must be regularly monitored for signs of pests or biosecurity risk material.	Minor or major QPR Ref: 3036
Hygiene	2.5 Effluent treatment equipment, where applicable, must prevent access by animals and birds to effluent potentially contaminated by imported salmonid product waste	Minor or major QPR Ref: 4233
Containment	2.6 Knockdown spray must be available in areas where goods subject to biosecurity control are handled.	Major QPR Ref: 4345

Table 3 Construction

KAO	Condition	Nonconformity guide
Isolation	<p>3.1 Goods subject to biosecurity control must be kept physically separated from other goods (including during transport), including:</p> <ul style="list-style-type: none"> • imported items that have been released from biosecurity control • domestic items • the Australian environment. 	Major or critical QPR Ref: 2997
Containment	3.2 Buildings and structures used as biosecurity areas, must be water-proof, weather-proof and sealed.	Major QPR Ref: 322
Containment	3.3 Biosecurity areas must have floor surfaces finished with materials that are smooth, impervious, durable and easy to clean.	Major QPR Ref: 3900

Table 4 Biosecurity areas

KAO	Condition	Nonconformity guide
Isolation	4.1 Goods subject to biosecurity control must be immediately moved to a biosecurity area at the time of receipt or at unpack from the container in which the goods arrived.	Major or critical QPR Ref: 3905
Isolation	4.2 Goods subject to biosecurity control must be kept in the biosecurity area.	Major or critical QPR Ref: 2038
Isolation	4.3 Biosecurity areas must not be used as a thoroughfare or access point to non-control areas or other non-related biosecurity areas.	Minor or major QPR Ref: 2426
Identification	4.4 Biosecurity areas must be clearly identified as biosecurity areas to all persons with physical access to the approved arrangement site.	Minor or major QPR Ref: 4234
Identification	4.5 Entry and exit points of biosecurity areas must display a biosecurity sign. These signs must be: <ul style="list-style-type: none"> • permanently affixed • professionally made • made to state Biosecurity Area - Authorised Persons Only or Quarantine Area - Authorised Persons Only • on a yellow background, with black lettering approximately five centimetres in height • visible at all times. <p>Note: Where new signs are being produced, biosecurity must be used.</p>	Minor QPR Ref: 1347
Supporting functions	4.6 Biosecurity areas must allow for Biosecurity Officers to perform their duties without work health and safety risks.	Minor or major QPR Ref: 830
Supporting functions	4.7 Indoor biosecurity areas require minimum lighting of 160 lux.	Major QPR Ref: 4235
Release	4.8 Goods subject to biosecurity control are not permitted to leave the biosecurity area of an approved arrangement site, inadvertently or deliberately, without prior written direction or approval from the department.	Major or critical QPR Ref: 4236

Table 5A Processes

KAO	Condition	Nonconformity guide
Arrangement compliance	5.1 The biosecurity industry participant must not process imported salmonid product without: <ul style="list-style-type: none"> • being in possession of a biosecurity direction issued by the department that authorises processing at the approved arrangement site • first confirming the product matches the biosecurity direction and minimum processing has occurred, in accordance with the conditions of this arrangement. 	Critical QPR Ref: 4237

Table 5B Processes – receipt of FCL/X containers

KAO	Condition	Nonconformity guide
Arrangement compliance	<p>5.3 Prior to opening the FCL/X container doors, a physical verification must be conducted to confirm the:</p> <ul style="list-style-type: none"> • container number matches the container number listed on the biosecurity direction • container seal is intact • seal number matches the seal number detailed on the biosecurity direction. 	Major QPR Ref: 4238
Isolation	<p>5.4 FCL/X containers must be secured onsite and doors must not be opened where one or more of the the following is detected:</p> <ul style="list-style-type: none"> • the container seal is broken or missing • the container number does not match the biosecurity direction • the seal number does not match the biosecurity direction. 	Major or critical QPR Ref: 4239
Notification	<p>5.5 The department must be notified immediately where one or more of the the following is detected:</p> <ul style="list-style-type: none"> • the container seal is broken or missing • the container number does not match the biosecurity direction • the seal number does not match the biosecurity direction. 	Major QPR Ref: 4240
Arrangement compliance	<p>5.6 Prior to unpacking the FCL/X container, product labelling for imported salmonid product must be physically verified to confirm the:</p> <ul style="list-style-type: none"> • goods description matches the line description listed on the biosecurity direction • country of origin matches the country of origin listed on the biosecurity direction. 	Major QPR Ref: 4241
Isolation	<p>5.6 Where the goods description or country of origin detailed on product labelling does not match the biosecurity direction, the FCL/X container must:</p> <ul style="list-style-type: none"> • not be unpacked • be secured onsite with the container doors closed. 	Major or critical QPR Ref: 4242

Table 5C Processes – unpacking FCL/X containers and receipt of LCL or air freight consignments

KAO	Condition	Nonconformity guide
Arrangement compliance	<p>5.7 During unpack of the FCL/X container, or on receipt of other shipment types (e.g. LCL, air cargo), imported salmonid product must be physically verified to confirm:</p> <ul style="list-style-type: none"> • the total quantity of product (cartons, packages) received matches that listed on the biosecurity direction • the goods description detailed on each product label matches the biosecurity direction • the country of origin detailed on each product label matches the biosecurity direction • presence of damaged and thawed product. 	Major QPR Ref: 4243
Isolation	<p>5.8 Imported salmonid product must be secured in the biosecurity area and must not be processed where one or more of the following is detected:</p> <ul style="list-style-type: none"> • the physical count of imported salmonid product does not match the biosecurity direction • goods description detailed on product labelling does not match the biosecurity direction • country of origin detailed on product labelling does not match the biosecurity direction. 	Major or critical QPR Ref: 4244
Notification	<p>5.9 The department must be notified immediately where the physical count of imported salmonid product, or the goods description or country of origin detailed on product labelling does not match the biosecurity direction.</p>	Major QPR Ref: 4245
Treatment	<p>5.10 Imported salmonid product that has thawed or has damaged packaging must be either:</p> <ul style="list-style-type: none"> • processed in accordance with the conditions of this arrangement • disposed of by a department approved method. <p>Alternatively, the biosecurity industry participant can contact the department and request a biosecurity direction to export the imported salmonid product.</p>	Major or critical QPR Ref: 4246

Table 5D Processes – processing

KAO	Condition	Nonconformity guide
Arrangement compliance	5.11 Prior to processing, imported salmonid product must be physically verified to confirm minimum processing has occurred.	Major QPR Ref: 4247
Isolation	5.12 Where minimum processing has not occurred, the imported salmonid product must: <ul style="list-style-type: none"> • not be processed • be secured onsite in the biosecurity area. 	Major or critical QPR Ref: 4248
Notification	5.13 The department must be notified immediately upon detection that imported salmonid product does not meet conditions for minimum processing.	Major QPR Ref: 4249
Treatment	5.14 Imported salmonid product must be processed to meet one of the following department approved consumer ready forms: <ul style="list-style-type: none"> • cutlets, including the central bone and external skin but excluding fins, each cutlet weighing no more than 450 grams • skin-on or skinless fillets, excluding the belly flap and all bone except the pin bones, of any weight • eviscerated, headless fish, each fish weighing no more than 450 grams. <p>If the biosecurity industry participant wishes to use a processing method, other than the minimum that is prescribed above, the biosecurity industry participant must seek approval from the department before applying alternative methods. Please contact aa.canberra@agriculture.gov.au to seek this approval.</p>	Critical QPR Ref: 4250
Treatment	5.15 Equipment used to determine the weight of consumer ready salmonid products must be calibrated at least every 12 months, unless otherwise specified by the manufacturer.	Major QPR Ref: 4251

Table 5E Processes – release from biosecurity control

KAO	Condition	Nonconformity guide
Release	5.16 Imported salmonid product is released from biosecurity control when: <ul style="list-style-type: none"> • it is processed to meet one of the department approved consumer ready forms in accordance with the conditions of this arrangement • a record is created that declares ‘the imported salmonid product has been processed in accordance with this arrangement’. 	Critical QPR Ref: 4252

Table 6 Waste

KAO	Condition	Nonconformity guide
Treatment	6.1 Packaging (cartons, plastic sleeves, pouches) removed from imported salmonid product must be disposed of by a department approved method for biosecurity waste, unless the biosecurity industry participant chooses to dispose as general waste, including recycling.	Major or critical QPR Ref: 4253
Treatment	6.2 Prior to general waste disposal: <ul style="list-style-type: none"> the packaging must be inspected for presence of contamination any contamination found, other than liquid residue from imported salmonid product must be removed from the packaging and disposed of as biosecurity waste by a department approved method. 	Major or critical QPR Ref: 4254
Treatment	6.3 Where the contamination is not or cannot be removed, the affected packaging material must be disposed of as biosecurity waste by a department approved method.	Critical QPR Ref: 4255
Treatment	6.4 Infrastructure and equipment having direct contact with imported salmonid product during processing must be washed with a food grade disinfectant before domestic product can be processed as non-imported product.	Major QPR Ref: 4256
Treatment	6.5 Waste water generated from washing of infrastructure and equipment used in the processing of imported salmonid product must be disposed of by municipal sewer.	Major or critical QPR Ref: 4257
Treatment	6.6 Any goods subject to biosecurity control that remain at the approved arrangement site must be treated or destroyed in accordance with a department approved method or transferred to another approved arrangement site with prior approval from the department. The biosecurity industry participant will be liable for associated costs.	Critical QPR Ref: 4258
Treatment	6.7 Biosecurity waste, both liquid and solid, must be effectively contained and decontaminated or disposed of by a department approved method.	Major or critical QPR Ref: 4259
Containment	6.8 The biosecurity waste container must: <ul style="list-style-type: none"> be leak and pest-proof have a secure lid. 	Major QPR Ref: 3943
Identification	6.9 The biosecurity waste container must be labelled 'Biosecurity Waste'.	Minor QPR Ref: 4260
Containment	6.10 Soil traps must be installed in drains in locations where drainage inflow is likely to contain solids from imported salmonid product.	Major QPR Ref: 4261
Treatment	6.11 Installed soil traps must be cleaned to prevent the blocking of systems or the drainage outflow, removing any solids of imported salmonid product. Any solids removed must be disposed of as biosecurity waste.	Major or critical QPR Ref: 4262
Movement	6.12 Biosecurity waste that is not treated onsite must be transported by a department approved waste transporter.	Critical QPR Ref: 4263
Awareness	6.13 Biosecurity waste must be identified as such to the waste disposal company and waste transporter.	Major QPR Ref: 1091

Table 7 Onsite heat treatment of biosecurity waste (optional)

KAO	Condition	Nonconformity guide
Treatment	<p>7.1 Solid biosecurity waste must be heat treated to one of the following approved minimum core temperatures and times</p> <ul style="list-style-type: none"> • 100°C for 30 minutes • 99°C for 40 minutes • 98°C for 50 minutes • 97°C for 60 minutes • 96°C for 80 minutes • 95°C for 100 minutes • 94°C for 120 minutes • 93°C for 150 minutes • 92°C for 200 minutes 	Critical QPR Ref: 4264
Treatment	7.2 The heat source and treatment enclosure must be capable of achieving and maintaining the required core temperature for the required duration specified for biosecurity waste.	Major or critical QPR Ref: 4265
Treatment	<p>7.3 Biosecurity waste must be loaded to allow for even distribution of heat throughout the treatment enclosure. There must be separation (or free air space) between:</p> <ul style="list-style-type: none"> • the waste and the floor, sides and ceiling of the enclosure • multiple bags/containers of waste. 	Major QPR Ref: 4266
Treatment	7.4 Temperature sensors must be used to measure the core temperature of biosecurity waste and the temperature of free space in the enclosure.	Major QPR Ref: 4267
Identification	7.5 Temperature measuring sensors must be individually identified for data recording and calibration.	Major QPR Ref: 4268
Treatment	7.6 The temperature for the heat treatment must be monitored and recorded using data logging equipment from the time that heating of the enclosure commences until the end of the treatment period.	Major QPR Ref: 4269
Treatment	7.7 Temperature sensors used for the heat treatment must be calibrated in accordance with the manufacturer's instructions or relevant national or international standards.	Major or critical QPR Ref: 4270

Table 8A Records

Information

- Records and systems maintained by the biosecurity industry participant are able to track goods subject to biosecurity control through the stages of the biosecurity goods pathway they are responsible for. This includes receipt, handling, treatment, disposal and release.
- There must be two-way traceability, from the:
 - records to the physical goods
 - physical goods to the records.

KAO	Condition	Nonconformity guide
Traceability	8.1 Goods subject to biosecurity control must be traceable in terms of (where applicable): <ul style="list-style-type: none"> • declaration/entry number • import permit number • Air Waybill or Bill of Lading number • date of receipt • processing (including inspection, treatment, testing) details • release from biosecurity control • disposal details • storage location • accredited person responsible for the items. 	<ul style="list-style-type: none"> • Major • Major • Minor • Major • Major • Major • Major • Major • Major • Major QPR Ref: 3517
Traceability	8.2 Records for imported salmonid product must include: <ul style="list-style-type: none"> • biosecurity direction • import permit • container or airway bill number • date and time imported salmonid product was received onsite, including method of arrival i.e. in a FCL/X container or other shipment type (LCL or as air cargo) • details of any biosecurity risks detected, including a description of the contamination, infestation and/or evidence of infestation • details of any discrepancies identified on arrival and during unpack, including actions taken to secure the consignment onsite • details of actions taken to manage any damaged or thawed cartons • details of processing for imported salmonid product. This must include: <ul style="list-style-type: none"> ○ evidence of the department approved consumer ready form applied to imported salmonid product ○ the declaration of release from biosecurity control • a register of all biosecurity waste generated onsite, from receipt, storage through processing • details of any notification to the department, including date and reason for the contact. 	Minor, major or critical QPR Ref: 4271

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KAO	Condition	Nonconformity guide
Traceability	<p>8.3 Biosecurity waste pickup records must include:</p> <ul style="list-style-type: none"> • quantity / volume /weight • date and time of pickup • waste collection company name • vehicle registration number • destination (for treatment/disposal) • confirmation driver is aware waste is biosecurity waste • name and signature of accredited person supervising pickup of biosecurity waste. 	<p>Minor, major or critical QPR Ref: 4272</p>

Table 8B Records

KAO	Condition	Nonconformity guide
Traceability	<p>8.4 Temperature monitoring records for heat treatment of biosecurity waste must include:</p> <ul style="list-style-type: none"> • date and time of treatment • quantity of bags or containers • temperature sensors used (each identification number) • start and completion time of the treatment period • minimum temperature achieved • name and signature of the person that conducted the treatment. 	Minor, major or critical QPR Ref: 4273
Treatment	<p>8.5 Records of calibration for heat treatment sensors and equipment used to weigh consumer ready imported salmonid product must include:</p> <ul style="list-style-type: none"> • date on which the calibration was performed • name and organisation of the person that performed the calibration. 	Major QPR Ref:4274
Traceability	<p>8.6 Accredited persons records must include:</p> <ul style="list-style-type: none"> • name of accredited person • date accreditation training completed • method of accreditation training (online or in-house) • copy of online training accreditation certificate – if applicable • copy of in-house training attendance record – if applicable. 	Major QPR Ref:4275
Traceability	8.7 The biosecurity industry participant must ensure records are kept for a minimum of two years for goods subject to biosecurity control.	Minor or major QPR Ref:4004
Traceability	8.8 Records must be made available to the department upon request.	Minor or major QPR Ref:3944

Table 9A Compliance

KAO	Condition	Nonconformity guide
Arrangement compliance	9.1 The biosecurity industry participant must: <ul style="list-style-type: none"> carry out the biosecurity activities in accordance with the arrangement comply with any requirements specified in the arrangement comply with any conditions to which the arrangement is subject. 	Major or critical QPR Ref: 4276
Arrangement compliance	9.2 Goods subject to biosecurity control must be maintained and processed in accordance with the requirements of the relevant approved arrangement class.	Major or critical QPR Ref: 2991
Arrangement compliance	9.3 Goods subject to biosecurity control must be maintained and processed at an approved arrangement site appropriate for the biosecurity risk associated with the items.	Minor or major or critical QPR Ref: 2992
Arrangement compliance	9.4 Goods subject to biosecurity control must be maintained and processed in accordance with import conditions specified in the department's Biosecurity Import Conditions Database (BICON).	Minor or major or critical QPR Ref: 2993
Arrangement compliance	9.5 Goods subject to biosecurity control must be maintained and processed in accordance with an import permit.	Major or critical QPR Ref: 3536
Arrangement compliance	9.6 Goods subject to biosecurity control must be maintained and processed in accordance with any other direction from the department.	Minor or major or critical QPR Ref: 2995
Arrangement compliance	9.7 Goods subject to biosecurity control must be handled and maintained and processed in accordance with the Biosecurity Act 2015 and subordinate legislation.	Minor or major or critical QPR Ref: 2996
Arrangement compliance	9.8 Departmental officers and department approved auditors, must be provided access to the approved arrangement site to perform the functions and exercise the powers conferred on them by the Biosecurity Act or another law of the Commonwealth.	Critical QPR Ref: 3013
Arrangement compliance	9.9 Biosecurity officers must be provided with all reasonable facilities, assistance and information necessary for the effective performance of their functions or duties or the exercise of their powers under the Biosecurity Act.	Major or critical QPR Ref: 4277
Arrangement compliance	9.10 Department approved auditors must be permitted to collect evidence of compliance and noncompliance with approved arrangement requirements through actions including the copying of documents and taking of photographs.	Major or critical QPR Ref: 3016
Arrangement compliance	9.11 A contingency plan must be in place to manage unexpected events that threaten to compromise biosecurity integrity of the approved arrangement site. Unexpected events include: <ul style="list-style-type: none"> appearance of pests or symptoms of disease structural damage (due to storms etc.) unauthorised removal of goods subject to biosecurity control spillages of goods subject to biosecurity control sudden unavailability of an accredited person. 	<ul style="list-style-type: none"> Major Major Major Major Major QPR Ref: 3009
Identification	9.12 The boundaries of biosecurity areas must be: <ul style="list-style-type: none"> clearly defined highly visible permanently constructed or affixed durable 	Major QPR Ref: 4278

Table 7B Compliance

KAO	Condition	Nonconformity guide
Identification	<p>9.13 An up-to-date approved arrangement site map that clearly identifies and accurately represents all of the following must be provided to the department:</p> <p><u>Identifying details</u></p> <ul style="list-style-type: none"> • date of approved arrangement site map preparation • approved arrangement site reference number • physical address of approved arrangement site <p><u>Site Boundary</u></p> <ul style="list-style-type: none"> • accurate and precise representation and measurement (within 5% or 1 metre, whichever is less) of the shape, location and dimensions of the approved arrangement site boundary <p><u>Entry/exit points</u></p> <ul style="list-style-type: none"> • location of entry and exit points on the approved arrangement site boundary <p><u>Roads</u></p> <ul style="list-style-type: none"> • names and locations of the following roads: <ul style="list-style-type: none"> ○ roads immediately adjacent to the approved arrangement site boundary, and ○ approved arrangement site access roads, <p><u>Permanent structures</u></p> <ul style="list-style-type: none"> • function and locations of permanent structures within the approved arrangement site <p><u>Location, size and shape of biosecurity areas</u></p> <ul style="list-style-type: none"> • location of biosecurity area boundaries within the approved arrangement site that provides: <ul style="list-style-type: none"> ○ accurate and precise measurements (within 5% or 1 metre, whichever is less) of the location of biosecurity areas in relation to distances from one or both of the following: <ul style="list-style-type: none"> - the approved arrangement site boundary, or - permanent structures within the approved arrangement site ○ accurate and precise dimensions (within 5% or 1 metre, whichever is less) of biosecurity areas, and ○ accurate representation of the shape of biosecurity areas, <p><u>Areas used by other entities</u></p> <ul style="list-style-type: none"> • the location of the boundary of any areas within the approved arrangement site boundary that are shared with or under the control of other entities (including under subleasing arrangements) <p><u>Other locations</u></p> <ul style="list-style-type: none"> • location of traffic zones for vehicles/machinery within the approved arrangement site • location of emergency assembly areas • location of first aid points • location of car parking for departmental officers. 	<p>Major</p> <p>QPR Ref: 4279</p>

Table 7C Compliance

KAO	Condition	Nonconformity guide
Arrangement compliance	<p>9.14 Departmental approval displayed on the site map must be obtained prior to implementing any changes to any of the following:</p> <ul style="list-style-type: none"> • the location and/or construction of any part of the approved arrangement site boundary • the location and/or construction of any part of a biosecurity area boundary • the location and/or construction of any part of the boundary of any areas within the approved arrangement site boundary that are shared with or under the control of other entities (including under subleasing arrangements) • the identity of any other entities that share or control any areas within the approved arrangement site boundary. 	Major or critical QPR Ref: 4280
Arrangement compliance	<p>9.15 Approved arrangement site maps must be submitted to the department at aa.canberra@agriculture.gov.au at the following times:</p> <ul style="list-style-type: none"> • On application for: <ul style="list-style-type: none"> ○ a new approved arrangement site ○ departmental approval for changes to the location of any part of the approved arrangement site boundary or any part of a biosecurity area boundary ○ departmental approval for changes to the location of any part of the boundary of any areas within the approved arrangement site boundary that are shared with or under the control of other entities (including under subleasing arrangements). • Within 14 days of implementing changes to the locations or functions of structures/areas on the approved arrangement site, for approved arrangement site changes that do not involve a change to the location of any parts of the following: <ul style="list-style-type: none"> ○ the approved arrangement site boundary ○ a biosecurity area boundary ○ the boundary of any areas within the approved arrangement site boundary that are shared with or under the control of other entities (including under subleasing arrangements). 	Major or critical QPR Ref: 4281
Arrangement compliance	<p>9.16 The most recent department-approved approved arrangement site map and displaying the department's approval must be:</p> <ul style="list-style-type: none"> • prominently displayed at all biosecurity areas where inspection of goods subject to biosecurity control is performed • a minimum of A3 size, readable and legible. 	Major or critical QPR Ref: 4282
Arrangement compliance	<p>9.17 An up-to-date organisation chart or list for the approved arrangement site must be prepared and maintained that identifies the following:</p> <ul style="list-style-type: none"> • names of persons performing the following roles: <ul style="list-style-type: none"> ○ approved arrangement manager ○ approved arrangement contact person(s) for the approved arrangement site ○ approved arrangement accredited person(s) for the approved arrangement site • date of preparation of the chart or list. 	Major or critical QPR Ref: 4283

Table 7D Compliance

Arrangement compliance	<p>9.18 The organisation chart or list must be:</p> <ul style="list-style-type: none"> • prominently displayed at the: <ul style="list-style-type: none"> ○ entry to the approved arrangement site, ○ entry to the primary building within the approved arrangement site, or ○ primary biosecurity area where inspection of goods subject to biosecurity control is performed • a minimum of A3 size, readable and legible. 	Major or critical QPR Ref: 4284
Arrangement compliance	<p>9.19 The department must be notified by email to aa.canberra@agriculture.gov.au of any proposed changes to any of the following:</p> <ul style="list-style-type: none"> • the location and/or construction of any part of the approved arrangement site boundary • the location and/or construction of any part of a biosecurity area boundary • the location and/or construction of any part of the boundary of any areas within the approved arrangement site boundary that are shared with or under the control of other entities (including under subleasing arrangements) • the identity of any other entities that share or control any areas within the approved arrangement site boundary. 	Major or critical QPR Ref: 4285
Notification	<p>9.20 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.</p> <p>Note: Information on reporting biosecurity incidents is available on the departments website.</p>	Critical QPR Ref: 3015
Notification	<p>9.21 Ceasing or transferring operations - the department must be notified by email to aa.canberra@agriculture.gov.au, at least 15 working days prior to intended:</p> <ul style="list-style-type: none"> • closure of a current approved arrangement site • relocation of the business, including the approved arrangement class function • ceasing of operation as an approved arrangement site. 	Major QPR Ref: 3010
Movement	<p>9.22 Goods subject to biosecurity control are not permitted to be moved outside an approved arrangement site except for the purpose of:</p> <ul style="list-style-type: none"> • moving directly and securely to another approved arrangement site, of the appropriate approved arrangement class, with prior written approval from the department • moving directly and securely to an approved arrangement site of the same class (or of the same class but a higher biosecurity containment level sub-class) that is co-located with the original approved arrangement site. 	Critical QPR Ref: 3000
Movement	<p>9.23 Goods subject to biosecurity control are not permitted to leave the biosecurity area of an approved arrangement site, inadvertently or deliberately, without prior written direction or approval from the department.</p>	Critical QPR Ref: 3001
Identification	<p>9.24 If there is any doubt as to whether goods:</p> <ul style="list-style-type: none"> • are subject to biosecurity control • remain subject to biosecurity control • become subject to biosecurity control • then the goods must be handled in accordance with requirements for goods subject to biosecurity control. 	Major QPR Ref: 3011

Table 7E Compliance

Arrangement compliance	<p>9.25 The biosecurity industry participant must notify the department, aa.canberra@agriculture.gov.au, within 15 working days of becoming aware of any change of status, not previously been notified to the department, of the biosecurity industry participant or their associates relevant to the operation of the approved arrangement in relation to any of the following matters:</p> <ul style="list-style-type: none"> • 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 <i>Criminal Code</i> or the <i>Crimes Act 1914</i> • 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 <i>Criminal Code</i> or the <i>Crimes Act 1914</i> • 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>. 	Critical QPR Ref: 3012
Notification	<p>9.26 The biosecurity industry participant must notify the department, at aa.canberra@agriculture.gov.au, within 15 days of any change in:</p> <ul style="list-style-type: none"> • persons in positions responsible for controlling, directing, enforcing or monitoring people performing activities associated with the approved arrangement • biosecurity industry participant details, including: <ul style="list-style-type: none"> ○ entity name ○ Australian business number or Australian company number ○ postal address ○ email address ○ facsimile number ○ telephone number. 	Major or critical QPR Ref: 3836
Arrangement compliance	<p>9.27 Information (verbal, electronic or hard copy) provided to the department must be accurate. Note: Civil, criminal and regulatory penalties apply to giving false or misleading information.</p>	Major or critical QPR Ref: 4286