



Application for accreditation under the packhouse grower supplier model

Form approved under section 377 of the Export Control Act 2020

Section A: General information

Purpose of this form For managers of accredited property packhouses to apply for accreditation under the packhouse grower supplier model (PGSM).
Accreditation under the PGSM applies to the export of commodities to protocol markets as listed in the:

- [Guideline: Management of horticulture export accredited properties operating under the packhouse grower supplier model.](#)

You must have been accredited in the previous export season as a horticulture export accredited property to apply for accreditation under the PGSM.

Before applying Ensure that you meet the eligibility criteria and understand your obligations under:

- the *Export Control Act 2020* and Export Control (Plants and Plant Products) Rules 2021
- the Export Control (Fees and Payments) Rules 2021

Note: Desktop assessments are subject to the applicable horticulture export arrangement audit fees

- [Guideline: Management of horticulture export accredited properties operating under the packhouse grower supplier model](#)
- [Guideline: Management of horticulture export accredited properties](#)
- [Guideline: Audit of horticulture export accredited properties.](#)

To complete this form **Electronically**

Save the form to your desktop or device. Open and complete the form using the latest version of Adobe Acrobat Reader. Do not work on the form in your web browser.

Download the [Adobe Acrobat Reader mobile app](#) for your smartphone or tablet.

Manually

Use black or blue pen

Print in BLOCK LETTERS

Mark boxes with a tick or a cross

Your application must include

- The completed [Packhouse Management of Growers Template](#).
 - This template can be accessed on the [Plant Export Operations Manual](#) webpage.
 - For continuing applicants operating under the PGSM with no changes in business operating structure or grower management controls, upload the previously provided template instead of a new one.
- A list of all growers (accredited properties).
- Your organisational chart.
- A list of roles and responsibilities.
- Training program.
- Grower and crop monitor verification program.

Email your application to

Audit and Assurance Branch
Department of Agriculture, Fisheries and Forestry
GPO Box 858
Canberra ACT 2601

Phone 1800 900 090 (within Australia)
+61 3 8318 6700 (outside Australia)

Email auditservices@aff.gov.au

Section B: Packhouse accreditation and eligibility details

1. Packhouse name (company/trading name) _____
2. What protocol export commodity/ies does the packhouse intend to handle under PGSM accreditation _____
3. Current packhouse accreditation numbers _____

4. Was the packhouse accredited in the previous export season?

Yes Go to question 5.

No You are not eligible to apply for the PGSM. Do not submit this form (see Section A for [eligibility criteria](#)).

5. Was the packhouse operating under the PGSM in the previous export season?

Yes Continue to Question 5.1

No Please upload a completed *Packhouse management of growers template* with your application.

5.1 Since the previous export season, have there been any significant changes to your business operating structure and/or the way you manage your growers?

Yes Please complete and attach a new *Packhouse management of growers template* with your application.

No You **do not** need to complete a new *Packhouse management of growers template*. The information that was provided in the previous export season will be used as part of the assessment process. Please upload a copy of the existing completed template.

6. Australian business registration

The ABN must match the company name (packhouse name) and/or link to the trading name

Australian Business Number (ABN) _____ Australian Company Number (ACN) _____

7. Packhouse site address

Street address (PO Box will not be accepted) _____

Suburb/town/city _____ State/territory _____ Postcode _____

Section C: Management and control

8. People responsible for management of the packhouse

To be completed by the person nominated on the accredited property packhouse application (packhouse manager)

Title _____ Given names _____ Family name _____

Position _____

Work phone _____ Mobile phone _____

Email _____

Section D: Nominated personnel with additional responsibilities under the PGSM

9. Person 1 (attach pages if necessary)

Title _____ Given names _____ Family name _____

Position _____

Work phone _____ Mobile phone _____

Email _____

This person is:

- the nominated 'packhouse representative' under the PGSM
- responsible for conducting verification activities of on-farm activities
- a registered crop monitor
- an authorised officer

10. Person 2

Title _____ Given names _____ Family name _____

Position _____

Work phone _____ Mobile phone _____

Email _____

This person is:

- the nominated 'packhouse representative' under the PGSM
- responsible for conducting verification activities of on-farm activities
- a registered crop monitor
- an authorised officer

11. Person 3

Title _____ Given names _____ Family name _____

Position _____

Work phone _____ Mobile phone _____

Email _____

This person is:

- the nominated 'packhouse representative' under the PGSM
- responsible for conducting verification activities of on-farm activities
- a registered crop monitor
- an authorised officer

12. Person 4

Title _____ Given names _____ Family name _____

Position _____

Work phone _____ Mobile phone _____

Email _____

This person is:

- the nominated 'packhouse representative' under the PGSM

- responsible for conducting verification activities of on-farm activities
- a registered crop monitor
- an authorised officer

Section E: Applicant declaration

To be completed by the person named in [Section C](#) of this application

I declare that the information I have provided is true and correct. I understand that it is a criminal offence under the *Criminal Code Act 1995* and *Export Control Act 2020* to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence can be criminal or civil in nature.

I have read the relevant protocols and/or work plans that apply to the export of Australian horticulture to the nominated protocol markets. I agree to meet the conditions and requirements and to undertake regular and routine management to ensure that quarantine pests of concern to protocol markets are adequately managed.

I acknowledge my obligations as a packhouse manager as outlined in the [Guideline: Management of horticulture export accredited properties operating under the packhouse grower supplier model](#) and the [Guideline: Audit of horticulture export accredited properties](#) and the *Export Control Act 2020* and Export Control (Plants and Plant Products) Rules 2021.

I understand that if approved, accreditations under the packhouse grower supplier model have effect for 12 months unless specified otherwise by the Secretary, or delegate of the Secretary, of the department.

I consent to the use and disclosure of my personal information as set out in the [privacy notice](#)

I have read and understood the [privacy notice](#) and Privacy Policy.

Signature (type or sign your name) _____

Date (dd/mm/yyyy) _____

Full name _____

Section F: Privacy notice

‘Personal information’ means information or an opinion about an identified, or reasonably identifiable, individual.

By completing and submitting this form you consent to the collection of all personal information contained in this form.

The Department of Agriculture, Fisheries and Forestry collects your personal information (as defined in the *Privacy Act 1988*) in relation to this form as required under the *Export Control Act 2020* for the purposes of assessing your application and related purposes. If you fail to provide some or all of the personal information requested in this form, the department will be unable to process your application.

The department may disclose your personal information to overseas governments or agencies, Australian diplomatic posts and Australian Government agencies, persons or organisations where necessary for the purposes described, provided the disclosure is consistent with relevant laws, particularly the Privacy Act. Your personal information will be used and stored in accordance with the Australian Privacy Principles.

By completing and submitting this form you consent to the disclosure of all personal information contained in this form to overseas governments and agencies and the National Plant Protection Organisation (NPPO) of each nominated importing country. The department has not taken steps to ensure that these parties do not breach the Australian Privacy Principles. This means that:

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- the overseas recipient may not be accountable under the Privacy Act
- you may not be able to seek redress under the Privacy Act
- you may not be able to seek redress in the overseas jurisdiction
- overseas governments, agencies and NPPOs may not be subject to any privacy obligations or to any principles similar to the Australian Privacy Principles.

See our [Privacy Policy](#) web page to learn more about accessing or correcting personal information or making a complaint. Alternatively, email our Privacy Officer at privacy@aff.gov.au.