



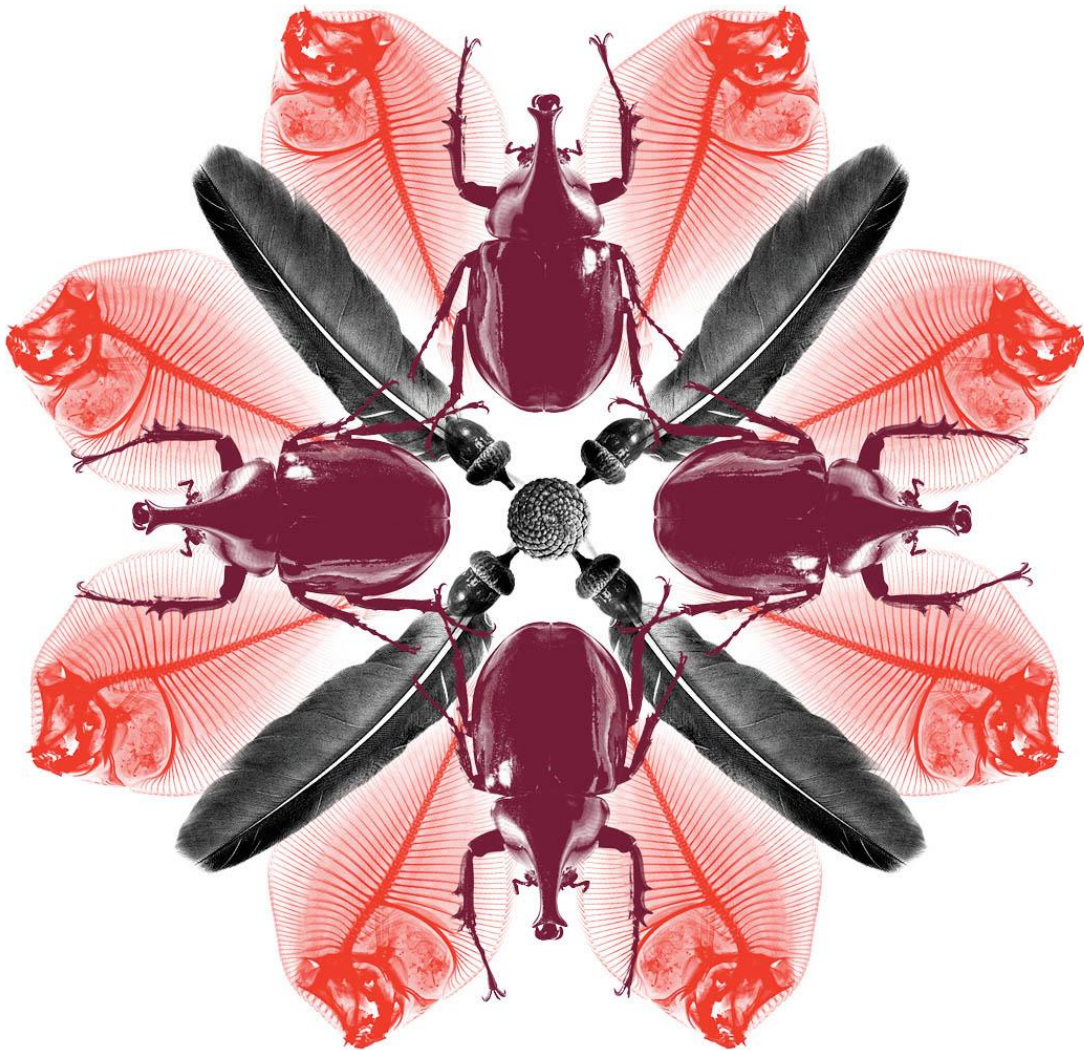
Australian Government
Department of Agriculture,
Fisheries and Forestry

Approved Arrangement

7.1 – Aquarium fish

Conditions

Version 6.0



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Acknowledgement of Country

We acknowledge the Traditional Custodians of Australia and their continuing connection to land and sea, waters, environment and community. We pay our respects to the Traditional Custodians of the lands we live and work on, their culture, and their Elders past and present.

Version control

Updated versions of this document will be published on the department's website.

Date	Version	Amendments	Approved by
9 May 2011	1.0	Revised document.	Co-regulation and Support Program
30 Jun 2013	1.1	Updated departmental branding.	Industry Arrangements Reform Program
Dec 2014	2.0	Updated departmental branding and added criterion p) under the Quarantine area heading.	Approved Arrangements section
Jan 2016	3.0	Updated departmental branding and work practices criteria.	Approved Arrangements section
Jun 2016	4.0	Updated to new template and references to the department and the <i>Biosecurity Act 2015</i> .	Approved Arrangements section
2 October 2017	5.0	<ul style="list-style-type: none"> • Updated to accessibility template • Changed class name to Aquarium Fish • Updated security /separation to align with existing requirements across other approved arrangement classes. • Updated the following requirements <ul style="list-style-type: none"> ○ Biosecurity area (table 4) ○ Waste disposal (table 7) ○ Work practices (table 8) requirements) • Updated general requirements (table 11) <ul style="list-style-type: none"> ○ 1, 4, 13, 17, 23, 24 • Added <ul style="list-style-type: none"> ○ Waste disposal (table 7 - 7.2, 7.4) ○ General requirement 27(table 11) 	Approved Arrangements section
25 November 2021	5.0	Added biosecurity risk information to the purpose statement in Table 1.	Approved Arrangements section
05 March 2025	6.0	<p>Updated</p> <ul style="list-style-type: none"> • Departmental branding • Document format and text to correct administrative errors <ul style="list-style-type: none"> ○ Security (table 3) ○ Biosecurity area (table 4) ○ Building and storage areas (table 5) ○ Work practices (table 8) ○ General (table 11) • Purpose (table1) to include two aquatic diseases of biosecurity concern erythrocytic necrosis virus (ENV) and megalocytiviruses • Release conditions for marine fish sharing a recirculating system • Record keeping from 18 months to 2 years. 	Approved Arrangement Program

05 March 2025	6.0	<p>Replaced</p> <ul style="list-style-type: none">• Condition bullet points with ordered list lettering (a. b. c. etc)• 'Reticulation' with recirculating• 'Requirements' with conditions• 'Nonconformity' with Noncompliance.	Approved Arrangement Program
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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.

Further information on approved arrangements, department contact details and copies of relevant approved arrangement documentation is available at [Approved Arrangements](#).

Definitions

Definitions that are not contained within the [approved arrangements glossary](#) can be found in the [Biosecurity Act 2015](#), the relevant treatment methodology or the [Macquarie Dictionary](#).

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 noncompliance classification against each condition is provided as a guide only. If more than one noncompliance is listed against a condition, the actual noncompliance applied will correspond to the gravity of the issue. The noncompliance recorded against any condition remains at the discretion of the biosecurity officer. Noncompliance classifications are detailed in the Approved Arrangements General Policies.

Approved Arrangement Conditions

Table 1 Purpose

Conditions	Noncompliance guide
<p>1.1 Class 7.1 approved arrangement sites are utilised for holding and isolation of live aquarium fish subject to biosecurity control as required by import permit conditions.</p> <p>Aquarium fish can carry and transmit a variety of aquatic animal diseases, including parasites, bacteria and virus. Examples of aquatic diseases of biosecurity concern include:</p> <ol style="list-style-type: none"> goldfish haematopoietic necrosis virus iridoviruses of freshwater ornamental finfish spring viraemia of carp virus <i>Aeromonas salmonicida</i> ('typical' strains and exotic 'atypical' strains) <i>Dactylogyrus vastator</i> and <i>D. extensus</i> <i>Argulus foliaceus</i> and <i>A. coregoni</i> <i>Lernaea elegans</i> erythrocytic necrosis virus (ENV) megalocytiviruses (such as red sea bream iridovirus). <p>Information on biosecurity import conditions and biosecurity risks for imported goods, containers, other cargo and arriving vessels is available on the department's website.</p>	N/A

Table 2 Site location

Conditions	Noncompliance guide
2.1 Applications for approval must be accompanied by details of the site's proximity to salmonoid hatcheries, watercourses or areas subject to frequent flooding.	N/A
2.2 Approved arrangement sites must generally be located within the metropolitan area of a declared port that has a permanently based biosecurity officer. Applications are subject to approval by the Director of Biosecurity and will be considered on their individual merits with consideration being given to the biosecurity risk and serviceability associated with the location of each site.	N/A

Table 3 Security

Conditions	Noncompliance guide
3.1 Security measures must be in place that prevent access and removal of goods subject to biosecurity control by unauthorised persons.	Major
3.2 Biosecurity areas must display a biosecurity sign/s.	Minor or major
3.3 Biosecurity areas must be clearly identified as biosecurity areas to all persons with physical access to the approved arrangement site.	Minor or major
<p>3.4 Biosecurity signs must:</p> <ol style="list-style-type: none"> be securely affixed be durable be visible and able to be clearly read to any persons approaching the area state 'Biosecurity Area - Authorised Persons' or words with a similar effect have black lettering on a yellow background have wording that is legible. <p>Note: signs produced/installed under former legislation that state "Quarantine Area - Authorised Persons Only" will be accepted. New signs must comply with points a – f. Biosecurity areas with more than one entry point may need more than one sign.</p>	Minor

Table 4A Biosecurity area

Conditions	Noncompliance guide
4.1 Biosecurity areas must be in a secure lockable building or within a building that is located in an area surrounded by a lockable security fence.	Major
4.2 The fish holding capacity of the biosecurity area must be of a commensurate size with the proposed quantity of goods to be held within the biosecurity area.	Major
4.3 The biosecurity area must allow for biosecurity officers to easily perform their duties without work health and safety risks.	Major
4.4 The biosecurity area is not to be used for any purpose other than as a place for the performance of biosecurity activities. Approved arrangement sites must not be utilised for other purposes, such as the general storage of fish tanks etc.	Minor
4.5 No animals other than fish and live fish food are permitted in the biosecurity area.	Minor or major
<p>4.6 The biosecurity area must comply with the following:</p> <ul style="list-style-type: none"> a. windows must be fly screened to prevent the entry of insects b. the floor must be constructed of concrete, tiles, or other impervious material to enable hose down and disinfection with retention of water and be sufficiently smooth with sufficient grade (grade applies to freshwater fish premises only) to drain to an approved septic tank, municipal sewerage, or enclosed holding tank. <p>Note: Waste water not draining to an approved septic tank or sewerage system must be collected in a holding tank and treated (see Waste Disposal) prior to release.</p> <ul style="list-style-type: none"> c. floor to wall junctions must be effectively sealed or have waterproof coving over floor to wall junctions. Walls must be constructed of impervious materials and be sufficiently smooth to enable hose down and disinfection. Gaps and cracks in the walls, floor and ceiling must be effectively sealed d. lighting of a minimum 600 lux must be provided to allow proper inspection of fish e. floor drainage with an insertable plug or other mechanism to prevent accidental escape of fish or uncontrolled release of water. Drainage must be to an approved septic tank, municipal sewer or enclosed holding tank f. doors must have a self-closer to ensure they remain shut after entry or there must be a self-closing insect proof screen door installed g. facilities must be provided for staff and biosecurity officers to wash their hands prior to leaving the biosecurity area. 	Major
<p>4.7 Fish holding tanks must:</p> <ul style="list-style-type: none"> a. be identified with permanent placement of numbers or letters on the tanks b. be fitted with lids or other suitable arrangements to prevent transmission of pathogens between adjacent tanks due to splash from the aeration/filter system, and to prevent fish escaping c. be arranged in a manner which permits ready access for inspection purposes, including a minimum width of 75cm for corridors between rows of tanks or tanks and walls d. other than fish, contain only sterilisable materials (e.g., plastic) provided that these materials do not interfere with fish inspection e. have at least the front and sides transparent to provide good visibility, and be stacked for adequate viewing. 	Major
4.8 Fish must be removed from the biosecurity area following their release from biosecurity control.	Minor
4.9 A suitable wash-up trough must be located in the biosecurity area for cleaning and disinfection of equipment. A suitable draining rack must be provided for air drying of equipment. A department approved disinfectant must be available at the wash-up trough.	Major

Table 4B Biosecurity area (continued)

Conditions	Noncompliance guide
4.10 A designated refrigerator or deep freezer must be provided solely for the storage and preservation of dead fish. The refrigerator or deep freeze must be clearly identified as being for biosecurity use only and located within or close to the biosecurity area; if outside the biosecurity area it must be lockable.	Major
4.11 Approved arrangement sites must have facilities for the sterilisation of equipment which comes in contact with fish or tank water during the quarantine isolation period.	Major
4.12 Facilities must be available for disinfection of overseas water (and other waste water where necessary) to department approved standards (see Waste Disposal).	Major
4.13 Fish must be in department approved containers (usually glass tanks or jars).	Major
<p>4.14 Separate consignments of fish (marine or freshwater) sharing the same recirculating water system, must not be presented to the department for release from biosecurity control, until the last consignment to enter the shared recirculating water system has completed its mandatory quarantine isolation period.</p> <p>Note:</p> <ul style="list-style-type: none"> - consignments of fish held in a shared recirculating water system must restart their mandatory quarantine isolation period with each additional consignment of fish that enters the same shared system - if disease agents or pests of biosecurity concern are suspected, all fish sharing the same recirculation water system may be subject to further biosecurity risk management measures (e.g. destruction, treatment or extension beyond the mandatory quarantine isolation period) - where the department has reason to believe the fish present an unacceptable risk of disease or pest introduction at the end of the quarantine isolation period, the department may require all fish to remain under biosecurity control for further investigation, observation, treatment, testing or for any other purpose. - if the department determines biosecurity risk cannot be effectively managed, destruction of the fish will be ordered. 	Major
4.15 Access to the approved arrangement site must be through property owned, rented or leased by the biosecurity industry participant.	Major
<p>4.16 Where individual fish are held in isolation from fish of the same species and consignment, a single tank unit will be considered to comprise vessels (e.g. jars) holding fish of that species imported under that consignment.</p> <p>a. vessels holding individual fish must be:</p> <ol style="list-style-type: none"> i. clearly linked to their applicable tank unit by a visual identifier ii. held on an impervious surface iii. segregated by tank unit. <p>b. the biosecurity industry participant must provide labour to support presentation of vessels for inspection upon request.</p>	Major Minor

Table 5 Building and storage areas

Conditions	Noncompliance guide
5.1 Buildings and structures where goods subject to biosecurity control are stored/handled, including wall and floor junctions must be weatherproof and sealed.	Major
5.2 Buildings and biosecurity areas must be kept clean. Cargo and packaging residues, contaminants and spillages must be cleaned up and correctly disposed of as biosecurity waste without delay.	Minor or major

Table 6 Hygiene

Conditions	Noncompliance guide
<p>6.1 An effective pest control system must be in place to ensure that approved arrangement sites are managed in a way that effectively isolates goods subject to biosecurity control from environments in which pest and disease are likely to become established. As a minimum this will require the approved arrangement site to implement and keep associated records of a periodic inspection regime. In addition to details of the inspection regime the pest control system may include:</p> <ol style="list-style-type: none"> the use of insecticides, fumigation, rodenticides, periodic inspection, baits, and/or traps a site plan with numbered bait stations if applicable, details of the pest control contract. 	Major
<p>6.2 There must be adequate equipment available to carry out cleaning (steam/high pressure) and chemical disinfection spraying operations as directed by biosecurity officers.</p>	Major

Table 7A Waste disposal

Conditions	Noncompliance guide
<p>7.1 Dead fish must only be disposed of as directed by the department.</p>	Major
<p>7.2 The approved arrangement site must supply the equipment required to carry out the disinfection of overseas water.</p>	Major
<p>7.3 Wet bags, boxes and cartons must be either disinfected or disposed of by a department approved method (see Work Practices).</p>	Major
<p>7.4 The disinfection of equipment must be in accordance with the following procedures:</p> <ol style="list-style-type: none"> tanks and tank equipment be thoroughly cleaned and disinfected with hypochlorite solution at 200 ppm concentration for five minutes or with an iodophore containing iodine for five minutes or by other department approved disinfection procedures before removal from the biosecurity area filter material must be disposed of by a department approved method. 	Major
<p>7.5 Waste disposal:</p> <ol style="list-style-type: none"> freshwater aquarium fish: waste water (other than overseas water), discharged from the biosecurity area must enter directly to an approved septic tank, municipal sewerage system or sterilised as described under Waste Disposal. Sterilised waste water must not be discharged directly into natural waterways. marine aquarium fish: waste water (including overseas water), discharged from the biosecurity area must enter directly to an approved septic tank, municipal sewerage system or sterilised as described under Waste Disposal. Sterilised waste water must not be discharged directly into natural waterways. <p>Note: Sterilised waste water may be discharged elsewhere, provided that it does not flow directly into natural waterways.</p>	Major
<p>7.6 The sterilisation of waste water (including overseas water) must be in accordance with one of the following:</p> <ol style="list-style-type: none"> hypochlorite treatment heat treatment alternative method approved by the department. 	Major

Table 7B Waste disposal (continued)

Conditions	Noncompliance guide
7.7 Hypochlorite treatment of waste water must comply with conditions 7.8 to 7.10 of this document.	Major
7.8 A hypochlorite treatment system must incorporate: <ul style="list-style-type: none"> a. screening of liquid waste through a 100 micron filter prior to treating with hypochlorite b. an enclosed liquid waste treatment tank with an attached mechanical agitation method for mixing hypochlorite and liquid waste. 	Major
7.9 Hypochlorite treatment for waste water (e.g. liquid waste, imported fresh water) must be undertaken in accordance with the following process: <ul style="list-style-type: none"> a. liquid waste test to ensure a pH range between 5.0 and 7.0 (where the pH is not within this range, add acid or alkaline products and bring the liquid waste to within this range), then b. add hypochlorite to achieve 200 parts per million (ppm) free chlorine (at the end of the 10 minutes agitation cycle), then c. mechanically agitate in a retention vessel for 10 minutes, then d. test (after agitation) to determine the free chlorine level is at least 200 ppm, then e. retain the waste water in the treatment tank for 1 hour following confirmation of concentration at minimum 200 ppm, then f. test that the concentration of the waste water is at least 5 ppm free chlorine at the conclusion of the 1 hour treatment period. 	Major
7.10 Hypochlorite must be used within either: <ul style="list-style-type: none"> a. the expiry date specified by the manufacturer, or b. two years of the purchase date. 	Major
7.11 Heat treatment of waste water must comply with condition 7.12 of this document.	Major
7.12 Water heating units must be approved by the department. Such units must be fitted with temperature and flow recorders and be able to heat water to 85°C for 30 minutes.	Major

Table 8A Work practices

Conditions	Noncompliance guide
8.1 Packaging utilised to transport live imported fish must comply with the following procedures: <ul style="list-style-type: none"> a. damaged bags, damaged polystyrene boxes and cartons that are wet or contaminated with overseas water must be either incinerated (at a department approved facility) or disinfected by a department approved method prior to disposal b. imported bags and polystyrene boxes containing leaked overseas water, which are in good condition may be reused provided they are first disinfected by a department approved method c. boxes and cartons which are free of overseas water may be reused without disinfection. 	Major
8.2 Freshwater fish: each tank must only contain a single fish species and be kept separate and isolated from fish from other shipments.	Major
8.3 Freshwater fish: nets and other equipment must be disinfected in the biosecurity area by a method approved by the department before being used for other consignments of fish.	Major
8.4 Freshwater fish: On completion of quarantine isolation period, fish must be transferred by net into clean water prior to removal from the biosecurity area.	Minor

Table 8B Work practices (continued)

Conditions	Noncompliance guide
8.5 Marine fish: Each tank may contain different species but only from the same shipment.	Major
8.6 Marine fish: Nets, tanks and other equipment must be disinfected by a department approved method prior to removal from the biosecurity area.	Major
8.7 Equipment, footwear and protective clothing used in the biosecurity area must be restricted to this approved arrangement site. Equipment can only be removed from the biosecurity area after disinfection in a manner approved by the department.	Major
8.8 Fish found dead on arrival or that die during the isolation period must be placed in labelled plastic bags as soon as possible and preserved (in a refrigerator or freezer) for examination by a biosecurity officer. Information on labels must identify the tank and date the consignment was received.	Major
8.9 Equipment that has been in contact with dead fish must be disinfected before re-use.	Major
8.10 A standard biosecurity tank record sheet must be maintained for each tank (see Office and record requirements).	Major
8.11 Staff and visitors must leave their footwear outside the biosecurity area, and use separate footwear or disposable overshoes within the biosecurity area, or use a footbath on entry and exit. The footwear standards must comply with one of the following: <ul style="list-style-type: none"> a. suitable protective footwear must be kept inside the biosecurity area (street footwear left outside the biosecurity area). b. prior to protective footwear being removed from the biosecurity area, they must be cleaned in an approved disinfectant such as Betadine (5% solution) c. disposable overshoes must be destroyed after use by deep burial, incineration or autoclave at a department approved facility d. a footbath must contain a suitable disinfectant such as hypochlorite or Betadine or other department approved disinfectant. The disinfectant must be routinely replenished, as per manufacturer's directions, for adequate disinfection, a record of bath maintenance maintained, and a sign stating 'Footwear must be immersed in footbath on entry to and exit from site' appropriately displayed. 	Minor
8.12 Waste water must be disposed of by a method approved by the department and must not flow directly into natural waterways.	Major or critical
8.13 Filter material must be disinfected prior to removal from the biosecurity area, or disposed of by incineration or deep burial (at a department approved facility).	Major
8.14 Staff and visitors who have had contact with water or fish must wash their hands with soap and water prior to exiting the biosecurity area.	Major
8.15 Any unusual levels of mortality or unusual signs of disease/pest (levels above that normally observed in imported fish) must be reported to the department immediately.	Major
8.16 Dead fish may only be disposed of in accordance with biosecurity directions given at the time.	Major
8.17 Aquarium chemicals, treatments and antibiotics must not be used during the quarantine isolation period for aquarium fish without the department's written approval. Note: A list of approved chemicals, treatments and antibiotics is available on the department's aquarium fish webpage.	Major
8.18 The use of any chemical, treatment or antibiotic must be recorded on the biosecurity tank record sheets and include the dosage, purpose and source of approval.	Major
8.19 The biosecurity industry participant must ensure that no fish leave the biosecurity area under any circumstances without department approval, excepting dead fish moved to a nearby lockable refrigerator or freezer.	Major or critical

Table 9 Office and record requirements

Conditions	Noncompliance guide
<p>9.1 A biosecurity tank record sheet must be maintained for each consignment/shipment and kept up to date at all times. This sheet must be separate to the tank label and contain:</p> <ol style="list-style-type: none"> biosecurity entry number tank number number and species of fish in tank exporter identification details including country of export importer's name, number and date of arrival consignment or airway bill number number of fish dead on arrival details of any observed disease conditions and number of sick fish daily record of number of fish deaths in tank details of any treatments given details of disposal after death disinfection details signature of authorising biosecurity officer date released from biosecurity control number of fish released. 	Major
9.2 Overseas and waste water treatment, filter disposal, and footbath maintenance must be recorded.	Minor or major
<p>9.3 The biosecurity industry participant must:</p> <ol style="list-style-type: none"> provide a first aid cabinet/kit which is fully stocked and meets the minimum commercial Australian Standard (AS2675-1983: Portable first aid kits for use by consumers) provide vehicle parking for visiting Biosecurity Officers (note: this may require identified parking or providing a parking permit) ensure adequate security for any departmental technical equipment left on the site provide access and the availability of: <ol style="list-style-type: none"> a desk, chair and a telephone with direct outside call access toilet facilities hand washing facilities and a hygienic means of drying hands clean amenities. 	Minor or major

Table 10 Administration

Conditions	Noncompliance guide
10.1 The department must be notified in writing at least 15 working days prior to any proposed modifications to biosecurity areas where goods subject to biosecurity control are stored, treated, processed or otherwise dealt with.	Major
10.2 Current site plans must be provided to the department. Site plans must be to scale and include biosecurity areas (storage, inspection, treatment/processing) and the location of parking for biosecurity officers.	Minor or major

Table 11A General

Conditions	Noncompliance guide
11.1 Goods subject to biosecurity control must be maintained and processed at an approved arrangement site appropriate for the biosecurity risk associated with the goods.	Major or critical
11.2 Goods subject to biosecurity control must be maintained and processed in accordance with the requirements of the relevant approved arrangement class.	Minor, major or critical
11.3 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, major or critical
11.4 Goods subject to biosecurity control must be maintained and processed in accordance with an import permit (if applicable).	Minor, major or critical
11.5 Goods subject to biosecurity control must be maintained and processed in accordance with any other direction from the department.	Minor, major or critical
11.6 Goods subject to biosecurity control must be maintained and processed in accordance with the <i>Biosecurity Act 2015</i> and subordinate legislation.	Major or critical
<p>11.7 Goods subject to biosecurity control must be kept physically separated from other goods (including during transport), to ensure negligible risk of cross contamination to:</p> <ul style="list-style-type: none"> a. domestic items including imported items that have been released from biosecurity control b. the Australian environment. <p>Note: Isolation can be achieved through the use of distance or physical barriers. The amount of distance or type of physical barrier required will depend on the nature of the goods subject to biosecurity control.</p>	Major or critical
11.8 The standard of hygiene at the approved arrangement site must be appropriate for the nature of the goods subject to biosecurity control.	Major or critical
11.9 Any equipment that has been used or brought in contact with imported items subject to biosecurity control, or which could have been potentially contaminated by the imported items, must not leave the biosecurity area until it has been processed (cleaned, disinfested, decontaminated) or disposed of in accordance with relevant approved arrangement requirements, import conditions and departmental directions.	Major or critical
<p>11.10 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"> a. moving directly and securely to another approved arrangement site, of the appropriate approved arrangement class, with prior written approval from the department b. 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 c. transport of biosecurity waste by a department approved waste transport company (operating under an approved arrangement for biosecurity waste transport). <p>If the items are being transported by a non-accredited person (e.g. a truck driver), the forwarding biosecurity industry participant must ensure that this person is made aware of the conditions relating to the transport of the items.</p>	<p>Critical</p> <p>Major</p>
11.11 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.	Critical
11.12 The biosecurity industry participant must ensure that persons having physical access to goods subject to biosecurity control are aware that such items must only be handled by an accredited person or under the direct supervision of an accredited person.	Major

Table 11B General (continued)

Conditions	Noncompliance guide
<p>11.13 An accredited person must personally conduct or directly supervise activities involving physical contact with, or handling of items, subject to biosecurity control. Directly supervise means that the accredited person must be present in the area where the items subject to biosecurity control are being handled and must be able to:</p> <ol style="list-style-type: none"> a. visually verify for themselves that the items are being handled in accordance with the department's requirements b. communicate immediately and effectively with the persons being supervised. 	Major
<p>11.14 Persons performing the function of an accredited person must have successfully completed accreditation training.</p>	Major
<p>11.15 Records must be maintained of accredited persons.</p>	Minor
<p>11.16 Goods subject to biosecurity control must be clearly and visibly identified as being under biosecurity control to persons who can physically access the goods or the containers holding the goods. The measures taken must ensure that persons having physical access to goods subject to biosecurity control can differentiate between goods subject to biosecurity control and goods that are not subject to biosecurity control.</p>	Major
<p>11.17 The biosecurity industry participant must ensure records are kept for a minimum of two years for goods subject to biosecurity control.</p>	Minor or major
<p>11.18 The biosecurity industry participant must ensure goods subject to biosecurity control are traceable in terms of (where applicable):</p> <ol style="list-style-type: none"> a. declaration/entry number b. import permit number c. Air Waybill or Bill of Lading number d. date of receipt e. country of origin f. processing (including inspection, treatment, testing) details g. movement details h. release from biosecurity control i. disposal details j. storage location k. accredited person responsible for the items. 	<ul style="list-style-type: none"> • Major • Major • Minor • Major • Major • Major • Major • Major • Major • Major • Major • Major
<p>11.19 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:</p> <ol style="list-style-type: none"> a. appearance of pests or symptoms of disease b. structural damage (due to storms etc.) c. unauthorised removal of goods subject to biosecurity control d. spillages of goods subject to biosecurity control e. sudden unavailability of an accredited person. 	<ul style="list-style-type: none"> • Major • Major • Major • Major • Minor
<p>11.20 Ceasing or transferring operations - the department must be informed, in writing, at least 15 working days prior to intended:</p> <ol style="list-style-type: none"> a. closure of a current approved arrangement site b. relocation of the business, including the approved arrangement class function c. ceasing of operation as an approved arrangement site. <p>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.</p>	<p>Major</p> <p>Critical</p>

Table 11C General (continued)

Conditions	Noncompliance guide
<p>11.21 If there is any doubt as to whether goods:</p> <ol style="list-style-type: none"> a. are subject to biosecurity control b. remain subject to biosecurity control c. become subject to biosecurity control <p>then the goods must be handled in accordance with requirements for goods subject to biosecurity control.</p>	Major
<p>11.22 The biosecurity industry participant must notify the department, by email to aa.canberra@aff.gov.au in writing, 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> <ol style="list-style-type: none"> a. 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>, <i>the Criminal Code</i> or <i>the Crimes Act 1914</i> b. 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>, <i>the Criminal Code</i> or <i>the Crimes Act 1914</i> c. 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
<p>11.23 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.</p>	Critical
<p>11.24 Departmental officers and department approved auditors, must be provided with facilities and assistance as requested, and any required documents, records or things relevant to the audit.</p>	Major or critical
<p>11.25 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>	Critical
<p>11.26 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.</p>	Major or critical
<p>11.27 The biosecurity industry participant must notify the department, by email to aa.canberra@aff.gov.au in writing, within 15 days of any change in:</p> <ol style="list-style-type: none"> a. persons in positions responsible for controlling, directing, enforcing, or monitoring people performing biosecurity activities associated with the approved arrangement b. biosecurity industry participant details, including: <ol style="list-style-type: none"> i. entity name ii. Australian business number or Australian company number iii. postal address iv. email address v. telephone number 	Major or critical