

REFERENCE

# Performance standards—Mobile bulk loading

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## Definitions

The following table defines terms used in this document.

| Term | Definition |
| --- | --- |
| Activity categories | Requirements from the Departmental Policy: [Management of plant export registered establishments](#_Related_material) grouped by activity. |
| Checklist item | Requirements under the activity category that have been grouped by function and assigned a non-compliance rating/s. |
| Documented system | A written process or procedure that defines the steps in a process and who is responsible for those steps. This includes the records used to confirm the process is being followed. |
| Goods | Goods declared by the regulations to be prescribed goods for the purposes of the *Export Control Act 2020*. |
| Non-compliance rating | Ratings of minor, major and critical applied to a non-compliance to indicate the degree of seriousness. |
| Performance standards | A benchmark derived from legislation and departmental requirements against which actual performance is measured. |

## Purpose of this document

This document:

* outlines the performance standards a Mobile bulk loading (MBL) operation must meet to maintain registration to sample and inspect prescribed goods for loading into a bulk vessel via a mobile bulk loader for export.
* sets the non-compliance ratings for those performance standards.

**Note:** Where more than one non-compliance rating is provided, the auditor can choose the rating depending on the severity of the non-compliance.

* does not replace the base performance standards for a registered establishment.
* must be read in conjunction with
* the approved MBL Standard Operating Procedure (SOP)
* Departmental Policy:[Management of plant export registered establishments](#_Related_material)
* Guideline: [Mobile Bulk Loading of prescribed goods for export](#_Related_material) (the MBL Guideline)
* Guideline: [Audit of plant export registered establishments](#_Related_material)
* Reference: [Prescribed goods export preparation standard checklist](#_Related_material) (preparation checklist) and
* the relevant commodity instructional material (Guidelines and Work Instructions).

## Performance standards

The following table describes the performance standards and non-compliance ratings for Mobile bulk loading.

| Checklist items | Performance standards | Non-compliance rating |
| --- | --- | --- |
| 1.1 **Standard Operating Procedure** | The occupier must demonstrate that the site operations are in accordance with:   * the approved SOP, relevant policy, commodity guidelines and work instructions. | Critical/major |
| * 1. **Preparation Checklist** | The occupier must demonstrate  that:   * they have documented systems in place that meet requirements of the preparation checklist. * the correct recording of preparation checklists that have been issued for each consignment. | Major |
| **1.3 Equipment and machinery** | * The occupier keeps adequate cleaning and maintenance records of equipment and machinery. * An adequate screening system is in place at an ERE located before the AO phytosanitary sampling point. | Critical (screening)/ otherwise Major |
| **1.4 Automatic sampling system** | * An automatic sampler is in place on the loader and is operational, meets policy requirements outlined in the MBL Guideline. * The occupier demonstrates that the sample collection system delivers a representative sample at the required rate | Critical |
| **1.5 Transport and Storage** | The occupier:   * demonstrates goods are transported, stored and handled in a manner that maintains the quality and phytosanitary status of the goods and ensures that they do not become contaminated or infested prior to presentation to the AO. * must maintain accurate records and traceability for all receivals, treatments, outturn and operational processes through the facility. | Major/minor (only if a there are only a couple of loads missing) |
| **1.6 Rejection procedures** | The occupier:   * demonstrates they follow documented rejection procedures. | Critical |

## Related material

The following related material is available on the [Plant Export Operations Manual](http://www.agriculture.gov.au/export/controlled-goods/plants-plant-products/plantexportsmanual/):

* Departmental Policy: *Management of plant export registered establishments*
* Guideline: *Mobile Bulk Loading of prescribed goods for export*
* Guideline: *Audit of plant export registered establishments*
* Reference: *Prescribed goods export preparation standard checklist.*

## Document information

The following table contains administrative metadata.

| Instructional Material Library document ID | Instructional material owner |
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| IMLS-9-9066 | Director, Grain and Seed Exports |

## Version history

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

| Version | Date | Amendment details |
| --- | --- | --- |
| 1 | 17/07/2023 | First publication of this reference. |