

# Department of Agriculture, Fisheries and Forestry

## New Plant Introduction Form

### ***"Why have I been asked to fill in this form?"***

The Department of Agriculture, Fisheries and Forestry regulates all plant material imported into Australia. Each year, we receive a large number of applications to import various plant species from all over the world. Many of these species have been imported before and the department has developed import conditions to enable their safe introduction. These species and their import conditions are contained in the department's [Biosecurity Import Conditions system \(BICON\)](#).

The department regulates plant imports by way of a permitted list. When an importer submits an application to import propagative material (seed or nursery stock) of a species that is not contained in BICON (or is listed in BICON as requiring further assessment), an assessment of the species is conducted. The department must develop appropriate import conditions before the species can be imported and released from biosecurity control.

The agreed pre-entry screening method for new plant imports is called the Weed Risk Assessment (WRA) system. The WRA system is used on all new plant imports whether they enter Australia as seeds, nursery stock or tissue culture and regardless of country of origin.

### ***"How do I fill in the form?"***

In most cases, you will need to complete a separate New Plant Introduction Form for each species requiring assessment. However, where there are different species or varieties that are very similar, you may place them on the same form. The Department of the Environment as well as a wide range of client groups endorsed this system of assessment. The implementation of the WRA system is a component of the [Australian Weed Strategy](#) and was funded in part by monies arising from the Natural Heritage Trust.

### ***"Why should I bother?"***

If you have been asked to complete the Plant Introduction Form, you should note that it is in your best interests to fill in the form as accurately and completely as possible. The Department of Agriculture, Fisheries and Forestry receives many applications to import plant species that require assessment and this assessment represents a significant demand on resources. Import applications accompanied by a New Plant Introduction Form that is properly filled in can be assessed more quickly.

This form is used to gain information on the general growth characteristics of the species and also to determine whether the plant possesses certain attributes, which

could increase the likelihood of it becoming a weed in Australia. Based on the assessment of the information provided, the department will either (a) permit the plant to be imported subject to certain conditions, (b) refuse permission for the plant to be imported, or (c) require further assessment of the species while in biosecurity control. Plants that are already present in Australia, either widely distributed or commercially available in significant quantities in Australia, still require assessment, but the final result will take the occurrence in Australia into account.

The form consists of four parts - Sections A, B, C, and D. You must complete all four sections. Where you are required to complete forms for more than one species you may complete Section A (Applicant's Details) on just one form only.

Use the "Don't know" box as little as possible so that the department does not have to ask you to provide further information. Also, feel free to clarify or qualify your answers by writing comments anywhere on the form.

Finally, make sure all written answers and comments are printed **neatly** and **clearly**.

### ***"Is there any other information that I should provide?"***

**Yes, references will help the speed of the assessment!** As part of the assessment process, the department must verify the accuracy of your responses on the form. Information from independent sources that substantiates your responses will facilitate this and will reduce the assessment time accordingly.

Independent sources include papers from scientific journals, botanical textbooks and gardening books. Also of use would be information supplied by botanical gardens, CSIRO, departments of agriculture or universities etc. The department will also accept information from independent sources overseas such as foreign government authorities and universities. Information from these sources must be supplied on the official letterhead of the organisation concerned.

Remember - **the more information you supply**, the less research we must do and **the shorter the assessment time**.

### ***"What do I do with the completed form?"***

Completed form and additional information should be sent to:

Plant Import Operations  
Department of Agriculture, Fisheries and Forestry  
GPO Box 858  
CANBERRA ACT 2601  
or Email: [imports@agriculture.gov.au](mailto:imports@agriculture.gov.au)

The department will then advise you of the outcome of the assessment.

# New Plant Introduction Form

## Section A

### Applicant's Details

A1. Applicant's Name: .....

A2. Company/Organisation: .....

A3. Telephone Number: .....

A4. Fax Number: .....

A5. Postal Address: .....  
.....  
.....  
.....

A6. Seizure Number: .....  
(On accompanying letter)

## Section B

B1. Genus: .....

B2. Species: .....

B3. Common Name(s): .....

B4. Family: .....

B5. Variety/Cultivar: .....

B6. Are there other varieties or cultivars, how many: .....

B7. What plant form(s) do you wish to import?  
(Tick more than one, if applicable)

Seeds

tissue cultures

whole plants, cuttings, bulbs etc

**B8.** What countries do you wish to import the plant from?  
 .....  
 .....

**B9.** Is the plant present in Australia?  Yes (Go to B 10)  No (Go to Section C)  Don't know (Go to Section C)

**B10.** Is the plant native to Australia?  Yes (Go to Section C)  No (Go to B11)  Don't know (Go to B11)

**B11.** Is the plant deliberately grown in Australia?  Yes (Go to B11)  No (Go to B13)  Don't know (Go to B13)

**B12.** For what purpose(s) is the plant grown in Australia? (Tick more than one, if applicable)

- indoor ornamental
- outdoor ornamental
- fruit/vegetable crop
- medicinal/homeopathic
- botanical\collector specimen (Go to B13)
- land reclamation
- pasture
- animal feed
- other (please specify) .....

**B13.** What is the plant's distribution in Australia?  
 .....  
 .....  
 (Go to B14)

**B14.** Is the plant commercially available in Australia?  Yes (Go to B15)  No (Go to Section C)  Don't know (Go to Section C)

**B15.** What Australian suppliers is the plant available from?

Name:..... Tel:.....

Name:..... Tel:.....

Name:..... Tel:.....

Name:..... Tel:.....

## Section C

- C1.** Is the plant... (Tick more than one, if applicable)
- |                                 |                                    |                                    |
|---------------------------------|------------------------------------|------------------------------------|
| <input type="checkbox"/> annual | <input type="checkbox"/> biennial  | <input type="checkbox"/> perennial |
| <input type="checkbox"/> erect  | <input type="checkbox"/> prostrate | <input type="checkbox"/> climbing  |
- C2.** To do what dimensions does the plant grow?.....
- C3.** Does the plant produce... (Leave blank if none apply)
- |                                 |                                   |                                  |
|---------------------------------|-----------------------------------|----------------------------------|
| <input type="checkbox"/> bulbs  | <input type="checkbox"/> corms    | <input type="checkbox"/> stolons |
| <input type="checkbox"/> tubers | <input type="checkbox"/> rhizomes | <input type="checkbox"/> thorns  |
- C4.** Is the plant a.. (Tick more than one, if applicable)
- |                                    |                                  |  |
|------------------------------------|----------------------------------|--|
| <input type="checkbox"/> tree      | <input type="checkbox"/> vine    | <input type="checkbox"/> palm                    |
| <input type="checkbox"/> shrub     | <input type="checkbox"/> creeper | <input type="checkbox"/> fern                    |
| <input type="checkbox"/> herb      | <input type="checkbox"/> grass   | <input type="checkbox"/> sedge                   |
| <input type="checkbox"/> succulent | <input type="checkbox"/> bamboo  | <input type="checkbox"/> epiphyte                |
| <input type="checkbox"/> cactus    | <input type="checkbox"/> aquatic | <input type="checkbox"/> legume (nitrogen fixer) |
| <input type="checkbox"/> woody     | <input type="checkbox"/> herb    | <input type="checkbox"/> carnivorous plant       |
- C5.** Does the plant naturally form new plants from vegetative fragments (rhizomes, suckers, stolons etc)?
- |                              |                             |                                     |
|------------------------------|-----------------------------|-------------------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't know |
|------------------------------|-----------------------------|-------------------------------------|
- C6.** How are the propagules (seed, seed pods, fruit, viable vegetative fragments) likely to be dispersed? (Tick more than one, if applicable)
- |  |  |
|--|--|
| <input type="checkbox"/> Wind                    | <input type="checkbox"/> by being eaten by animals |
| <input type="checkbox"/> water                   | <input type="checkbox"/> on the bodies of birds    |
| <input type="checkbox"/> insects                 | <input type="checkbox"/> on the bodies of animal   |
| <input type="checkbox"/> by being eaten by birds | <input type="checkbox"/> other (please specify)    |
- C7.** Does the plant grow in rivers, lakes or ponds?
- |                              |                             |                                     |
|------------------------------|-----------------------------|-------------------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't know |
|------------------------------|-----------------------------|-------------------------------------|
- If 'Yes' is the plant a free-floating (surface submerged) aquatic or can it survive as one?
- |                              |                             |                                     |
|------------------------------|-----------------------------|-------------------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't know |
|------------------------------|-----------------------------|-------------------------------------|

**C8.** What climate is the plant adapted to?

- tropical  cold temperate  
 sub-tropical  arid  
 warm temperate (Mediterranean)  other (please specify).....

**C9.** What is the native habitat of the plant?

- rainforest  grassland  swamp, marshland  
 wet temperate forest  coastal  alpine  
 dry temperate forest  river, lake, pond  other (please specify)

**C10.** What countries and/or geographical regions is the plant native to?

.....  
.....

**C11.** Has the plant had a history of repeated introductions outside its native region?  Yes  No  Don't know

If you ticked "Yes", list the countries the plant has been introduced to.

.....

**C12.** Is the plant native to or naturalised in areas with rainfall of less than 25 mm in the driest quarter of the year?  Yes  No  Don't know

**C13.** Has the plant been effectively controlled using herbicides in situations where the plant has become undesirable?  Yes  No  Don't know

**C14.** Does the plant suppress the growth of other plants?  Yes  No  Don't know

**C15.** Is the plant parasitic on other plants?  Yes  No  Don't know

If you ticked "Yes", list the species the plant is parasitic on.....

- C16.** Has the plant species or any of its races or sub-species become weeds in...  
 gardens?  
 disturbed ground (e.g. roadsides)?  
 crops? (please specify).....  
 pastures?  
 terrestrial ecosystems?  
 aquatic ecosystems?  
 other? (please specify).....
- C17.** Is the plant affected by or host to any pests or diseases?  
 Yes       No       Don't know  
 If you ticked "**Yes**", list the pests and diseases.....  
 .....
- C18.** Are there any factors (predators, diseases, climatic conditions etc) in the plant's native habitat that substantially reduce its reproductive capacity?  
 Yes       No       Don't know  
 If you ticked "**Yes**", list the factors.  
 .....
- C19.** Does the plant have any effective natural enemies (predators, pests, diseases) in Australia?  
 Yes       No       Don't know  
 If you ticked "**Yes**", list the natural enemies.  
 .....
- C20.** Is the plant tolerant of shade at any stage of its life-cycle?  
 Yes       No       Don't know
- C21.** Is the plant tolerant of infertile soils?  
 Yes       No       Don't know
- C22.** Does the plant have a climbing or smothering growth habit?  
 Yes       No       Don't know
- C23.** Does the plant form dense thickets or colonies?  
 Yes       No       Don't know

**C24.** Does the growth habit of the plant create a fire hazard in natural ecosystems?  Yes  No  Don't know

**C25.** Does the plant produce viable seed?  Yes  No  Don't know

If you ticked "**Yes**", can the plant produce more than 2000 viable seeds per square metre under natural conditions?

Yes  No  Don't know

**C26.** Does the plant hybridise with other species without assistance under natural conditions?  Yes  No  Don't know

**C27.** Is the plant able to produce viable seed without cross-pollination?  Yes  No  Don't know

If you ticked "**No**", what is the pollinating agent?

- wind
- insects (please specify).....
- birds (please specify).....
- animals (please specify).....
- other (please specify).....

**C28.** What is the minimum time from germination to the production of viable seed or the time taken for a vegetatively propagated plant to duplicate itself? .....

**C29.** Are the propagules(seed, seed pods, fruit, viable vegetative fragments) buoyant?  Yes  No  Don't know

**C30.** Do the propagules remain viable after being eaten and excreted by animals and/or birds?  Yes  No  Don't know



**C31.** Do more than 1% of the propagules remain viable after more than 1 year in the soil?  Yes  No  Don't know

**C32.** Has the plant been selected for any specific traits? (Tick more than one, if applicable)

- |   |  |
|---|--|
| <input type="checkbox"/> herbicide tolerance  | <input type="checkbox"/> pest tolerance/resistance<br>(virus, bacteria, fungus, nematode, insects)   |
| <input type="checkbox"/> production of toxic substances<br>(poisons, pesticides)                                    | <input type="checkbox"/> environmental enhancement<br>(drought tolerant, salt resistant, heavy metal tolerant, hard seededness, growth in infertile soils) |
| <input type="checkbox"/> enhanced growth characters<br>(increased fruiting, increasing seeding, faster growth rate) | <input type="checkbox"/> other.....  |

If you ticked a box please describe the selection: .....

.....

**C33.** Has the plant been registered with Plant Breeders Rights?  Yes  No  Don't know

### Privacy Notice

'Personal information' means information or an opinion about an identified individual, or an individual who is reasonably identifiable. 'Personal information' that is collected under or in accordance with the Biosecurity Act 2015 is also 'protected information' under the Act. The collection of 'protected information' including personal and sensitive information by the The Department of Agriculture, Fisheries and Forestry (the department) in relation to this form is being collected under the Biosecurity Act 2015 for the purposes of assessing your application for the introduction of a plant species that has not had conditions developed for its import into Australia and related purposes. If the relevant personal information requested in this form is not provided by you, the department may be unable to process your application. Information collected by the department will only be used or disclosed as authorised under the Biosecurity Act 2015. The personal information requested on this form may be disclosed to other Australian persons or organisations where necessary for this purpose. It will not usually be disclosed overseas. In every case it will only be disclosed if authorised by the Biosecurity Act 2015.

See our Privacy Policy web page (<http://www.agriculture.gov.au/about/privacy>) to learn more about accessing or correcting personal information or making a complaint. Alternatively, telephone the department on +61 2 6272 3933.

It is a criminal offence under the Criminal Code Act 1995 to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence carries a potential penalty of 12 months' imprisonment.

## Section D

### Applicant's Declaration

The information that I have provided on this form is correct to the best of my knowledge.

.....  
(signature of applicant)

.....  
(full name of applicant)

Date: ...../...../.....

<p>Please return the completed form to:</p> <p>Plant Import Operations Department of Agriculture, Fisheries and Forestry GPO Box 858 CANBERRA ACT 2601</p> <p>OR EMAIL: imports@agriculture.gov.au</p>
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***Don't forget to attach additional information from independent sources.***