

# **MAF REGULATORY AUTHORITY**

## **STANDARD 152.01.01S**

### **REQUIREMENTS FOR BIOSECURITY CLEARANCE OF GOODS SUBJECT TO AN IMPORT HEALTH STANDARD**

# **MAF REGULATORY AUTHORITY**

## **STANDARD 152.01.01S**

### **Requirements for Biosecurity Clearance of Goods Subject to an Import Health Standard**

Copy No:

Issued to:

**MAF Regulatory Authority  
Ministry of Agriculture and Forestry  
P O Box 2526  
Wellington  
NEW ZEALAND**

# CONTENTS

	<b>Page</b>
Review	ii
Endorsement	ii
Amendment Record	iii
Distribution	iv
1 SCOPE	1
2 REFERENCES	2
3 DEFINITIONS	3
4 SERVICE REQUIREMENTS	8
5 TECHNICAL REQUIREMENTS	9
5.1 Clearance of Goods	9
5.2 Inspection of Import Documentation	10
5.3 Permit to Import	10
5.4 Inspection of Imports	11
5.5 Non-complying Risk Goods	12
5.6 Supervision of Transport to Approved Transitional Facilities	13
5.7 Direction for Treatment	13
5.8 Re-inspection After Treatment	13
5.9 Biosecurity Clearance	13
6 REPORTS AND RECORDS	14
6.1 Reports	14
6.2 Records	14
7 COST RECOVERY	15
8 REQUEST FOR MAF REG DECISION	16
Appendix I: Specific Plant/ Plant Material Requirements	17
Appendix II: Specific Requirements for the Inspection of Animals, Genetic Material and Animal Products	23

## **REVIEW**

This MAF Regulatory Authority standard is subject to periodic review. The next review date is August 1999. Amendments will be issued to ensure the standard continues to meet current needs.

## **ENDORSEMENT**

This MAF Regulatory Authority standard is hereby approved.

\_\_\_\_\_  
Chief Plants Officer

Date:

\_\_\_\_\_  
Chief Veterinary Officer

Date:

\_\_\_\_\_  
Chief Forestry Officer

Date:

## AMENDMENT RECORD

Amendments to this document will be given a consecutive number and will be dated.

Please ensure that all amendments are inserted, obsolete sections obliterated, and the record below is completed.

Amendment No.	Entered By	Date	Amendment No.	Entered By	Date
1			11		
2			12		
3			13		
4			14		
5			15		
6			16		
7			17		
8			18		
9			19		
10			20		

## DISTRIBUTION

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# 1 SCOPE

1.1 The following are the minimum requirements for biosecurity clearance of imported goods subject to import health standards. The activities covered are:

- (a) inspection of import documentation;
- (b) inspection of imported goods;
- (c) biosecurity direction to reship or decontaminate or destruct;
- (d) supervision of transport to approved transitional facilities;
- (e) supervision of decontamination;
- (f) re-inspection; and
- (g) biosecurity clearance;
- (h) specific requirements for plant or animal clearance.

1.2 The service consists of inspection of documentation and relevant imports and taking the required steps to ensure that those goods are not imported into New Zealand unless they comply with the relevant import health standard.

## 2 REFERENCES

2.1 The following Acts and Regulations are applicable to the implementation of these requirements:

- (a) Biosecurity Act 1993;
- (b) Biosecurity (Costs) Regulations 1993.

2.2 The following standards and requirements are relevant to the delivery of this service:

- (a) SECTION I: *Requirements for Border Inspection Quality Management and Administration*;
- (b) SECTION IV:E: *Requirements for Approving and Monitoring Operators and Facilities*; and
- (c) Import Health Standards issued by the Director-General of MAF.

### 3 DEFINITIONS

In the context of this part of this section:

**Act**

The Biosecurity Act 1993 and any regulations made under the Act.

**Animal**

Any member of the animal kingdom.

**Animal product**

Any part of any member of the animal kingdom.

**Approved disinfectant**

Disinfectant approved by the Chief Veterinary Officer as suitable for use against exotic animal disease.

**Approved receptacle**

Receptacles used for the storage and transport of seized quarantine material destined for destruction. Receptacles shall be bird, pest and vermin proof and shall be constructed from metal or plastic for ease of cleaning. Approval is given by the NA(BI).

**Biosecurity clearance**

A clearance issued by an inspector under section 26 of the Biosecurity Act 1993. The clearance is given only when all the conditions of the Import Health Standard have been met. The Biosecurity Clearance may be written, oral or tacit depending on circumstances.

**Biosecurity direction**

The method whereby an inspector informs an importer that the risk good does not comply with any known import health standard and may only be:

- permitted entry subject to certain conditions being met; or is
- prohibited and is to be reshipped or destroyed.

If the direction is required in writing, then it shall contain the name of the importer, the method of arrival, a description of the risk good, the date, the location, and the inspector who is issuing the written notice. It may also contain other information at the discretion of the Management Representative.

**Certification**

Any accompanying document that verifies an activity has taken place to meet import requirements.

**Chief Technical Officers**

The Chief Forestry Officer, Chief Plants Officer and the Chief Veterinary Officer, Ministry of Agriculture and Forestry.

**Commercial importation**

An article imported for resale, or manufacture and resale.

**Contaminant**

Any imported plant or animal material, including soil, which may introduce unwanted organisms or regulated pests into New Zealand but not including bonafide cargo.

**CFO**

Chief Forestry Officer, Ministry of Agriculture and Forestry.

**CPO**

Chief Plants Officer, Ministry of Agriculture and Forestry.

**CVO**

Chief Veterinary Officer, Ministry of Agriculture and Forestry.

**D-G**

Director-General, Ministry of Agriculture and Forestry.

**Import health standard**

Specifies the requirements to be met for the effective management of risks associated with the importation of risk goods before those goods may be imported, moved from a biosecurity control area or a transitional facility, or given a biosecurity clearance.

**Import management section**

Import Management Section, MAF Regulatory Authority (from 1 October 1998).

**Inspection**

Includes inspection of certification, or the actual consignment and any cage or conveyance or packaging or other thing that has been in direct contact with that consignment.

**Inspector**

A person appointed as an inspector under the Biosecurity Act 1993 by the Director General, Ministry of Agriculture and Forestry.

**MAF Reg**

Ministry of Agriculture and Forestry Regulatory Authority.

**MAF Veterinary Officer**

A registered Veterinary Surgeon employed by the Ministry of Agriculture and Forestry and who is also an inspector under the Biosecurity Act 1993.

**Management Representative (MR)**

The designated single point of technical and service quality accountability as nominated by the supplier. This person shall act as the contact between the NA (BI), and the supplier. (*Currently the General Manager, MAF Quarantine Service*).

**NA (AI)**

National Advisor (Animal Imports) MAF Regulatory Authority.

**NA (API)**

National Advisor (Animal Products/Imports) MAF Regulatory Authority.

**NA(BI)**

National Advisor (Border Inspection) MAF Regulatory Authority.

**NM (IM)**

National Manager (Import Management) MAF Regulatory Authority.

**Permit to import**

Written permission by a CTO or his delegate that an importation may take place. Generally only required for those products which have extended post entry conditions, e.g. quarantine or further processing.

**Port**

Means a port or airport.

**Port Veterinary Officer**

The MAF Veterinary Officer responsible for quarantine duties at any particular port.

**Private importation**

An article or consignment imported for private use and not intended for resale. This includes trade samples for evaluation.

**Regulated pests (plants)<sup>1</sup>**

Quarantine and regulated non-quarantine pests:

Quarantine pests are “-a pest of potential economic importance to the area endangered thereby and not yet present there, or present but not widely distributed and being officially controlled”.

Regulated non-quarantine pests are “-a non-quarantine pest whose presence in plants for planting affects the intended plants with an economically unacceptable impact and which is therefore regulated within the territory of the importing contracting party”.

### **Risk goods**

Means any organism, organic material, or other thing, or substance, that (by reason of its nature, origin, or other relevant factors) it is reasonable to suspect constitutes, harbours, or contains an organism that may:

- (a) Cause unwanted harm to natural and physical resources or human health in New Zealand; or
- (b) Interfere with the diagnosis, management, or treatment, in New Zealand, of pests or unwanted organisms.

### **Secure custody**

Any place or method whereby a risk good can be safely held without being released to an importer while a decision is being made by the CTO the disposition or risk goods not meeting the requirements of an import health standard. The method or place of secure custody will vary according to the particular item involved.

### **Seizure**

The method whereby an inspector ensures that any other person/company cannot take possession of imported risk goods that do not meet the requirements of an import health standard.

### **Transitional facility**

- (a) Any place approved as a transitional facility in accordance with section 39 of the Act for the purpose of inspection, storage, treatment, quarantine, holding, or destruction of uncleared goods; or
- (b) A part of a port declared to be a transitional facility in accordance with section 39:

### **Treatment**

Removal and/or sterilisation of contaminants within a secure environment and includes fumigation, washing, dipping and dusting, etc.

### **Unwanted organism(Animals)**

Any organism that the CVO believes is capable or potentially capable of causing unwanted harm to any natural and physical resources or human health

## **4 SERVICE REQUIREMENTS**

- 4.1 The supplier of inspection services at the border is required to undertake biosecurity clearance of imported goods in accordance with these requirements, relevant import health standards issued by the Director-General of MAF, the Biosecurity Act 1993 and the Requirements for Border Inspection Quality Management and Administration (152.02.02S).
- 4.2 Where a situation arises during clearance of any risk goods which are not covered by these requirements and which can be assumed to have implications for the biosecurity status of New Zealand, then the supplier of services shall report the situation to the NA (BI) within two working days.
- 4.3 Should it arise that a requirement is not legally sustainable or enforceable, then the MR shall advise the NA (BI).

## 5 TECHNICAL REQUIREMENTS

### 5.1 CLEARANCE OF GOODS

5.1.1 These requirements apply to the clearance of any goods imported into New Zealand for which an import health standard exists.

5.1.2 Imported goods may only be landed at ports which are designated as ports of first arrival under the Biosecurity Act 1993.

**Note:** Some imported goods are restricted to specified ports only.

5.1.3 An inspector shall determine whether the imported goods are risk goods or not. This is a critical process and the supplier shall define precise guidelines within process procedures for making this decision.

5.1.4 An inspector shall err on the side of caution when unsure as to whether imported goods are risk goods.

5.1.5 If an inspector decides that goods are in fact risk goods, then, prior to Biosecurity clearance being given, a relevant import health standard covering the product must be obtained. Current import health standards are available from:

- MAF website on internet/intranet (*Currently only Animal/animal products*)
- MAF Reg 152 Series Standards (Plants and Animals)
- MAF Reg 155 Series Standard (Nursery Stock, Seeds for Sowing, Grain for Milling)
- Import Management Section of MAF Regulatory Authority
- MAF Reg 152.02 Clearance of Fresh Produce.

5.1.6 Where an inspector is unable to interpret the requirements contained within an import health standard, clarification may be sought from the Import Management Section, MAF Regulatory Authority (see Section 8 for information required).

5.1.7 Where an importer presents an import health standard for a consignment (not requiring a Permit to Import) then the date on the import health standard is to be checked to ensure it is a current standard.

5.1.8 Where a valid import health standard for a given product cannot be obtained then the goods are not permitted entry and shall be held in secure custody.

5.1.9 Biosecurity Clearance refers to the stage at which risk goods being imported are no longer considered risk goods and are free from any quarantine restriction. Therefore Biosecurity Clearance shall not be given to any risk goods which still require restriction e.g. an inspector at the border allowing imported hides to move from a port to an approved tannery shall issue a biosecurity directive. After the hides had been tanned or so treated so as to render them non risk goods a biosecurity clearance could be issued.

## **5.2 INSPECTION OF IMPORT DOCUMENTATION**

5.2.1 The import documents (including certificates) for risk goods shall be inspected on arrival by an inspector to ensure compliance with the import health standard. In cases where goods are to be transported immediately to an approved transitional facility the documents should be inspected before the goods leave the port, unless there is a current compliance agreement that provides an approved alternative arrangement.

5.2.2 All the required certificates shall be original and shall be presented to an inspector and must be correct prior to Biosecurity directive/clearance being issued.

5.2.3 Where the wording on a certificate does not meet the requirements of an import health standard or permit to import, the consignment shall be held in secure custody. Advice for the consignments release shall be sought from the Import Management Section of MAF Regulatory Authority.

**Note:** Minor typographical and spelling errors are permissible provided the meaning of the text is clear and in accord with the requirements.

5.2.4 Unless permitted by an import health standard, facsimile certification shall not be accepted unless original documents have been delayed or lost. In all cases where facsimile copies are accepted in lieu of the original certificates, an original must be presented to an inspector within 72 hours. Acceptance of facsimile copies is at the discretion of the Management Representative.

## **5.3 PERMIT TO IMPORT**

5.3.1 Where a Permit to Import has been issued for a single consignment the original Permit to Import must be presented to an inspector by the importer.

5.3.2 Where the permit to import specifies post entry requirements for inspectors or other employees of MAF to undertake or supervise, a written notice shall be issued which stipulates those conditions. All relevant details shall be sent to the MAF office responsible for supervising/managing those post entry conditions.

## 5.4 INSPECTION OF IMPORTS

5.4.1 Physical inspection of goods shall be carried out if:

- it is a requirement of a Permit to Import or import health standard;
- where there is a possibility because of the nature or origin of the product, that it may be infested or contaminated;
- if there is doubt that the material is correctly described (verbally or written) by the importer or agent;
- the product/item described by the importer is unknown to the inspector.

5.4.2 Where inspection is a requirement, then imported risk goods shall be inspected as soon as practically possible after arrival in New Zealand. Where goods cannot be inspected immediately upon arrival, the goods shall be directed into an approved transitional facility and held there until they can be inspected.

5.4.3 All initial inspections must occur in an approved transitional facility and on a hard stand area that can be readily decontaminated.

5.4.4 In cases in which the import health standard provides for inspection of only a sample of the goods presented (eg air or sea containers, fresh produce, animal products, car parts, tyres, etc), the inspector shall follow the sampling specification provided in that standard and act accordingly in regard to the whole consignment. (See appendices for some specific plant and animal inspection requirements).

5.4.5 **Hygiene:** Where risk goods are handled during inspection then suitable hygiene measures shall be taken. Inspectors handling these goods shall ensure they do not become a vector of plant and animal disease. These hygiene measures should also be relayed to any others (e.g. cargo handlers) who may be required to be in contact with such material

**(a) Plant material going into quarantine:**

Lab coats or overalls should be worn during inspection and hands, knives, equipment etc cleaned prior to leaving the facility or inspecting another consignment.

**(b) Live animals and animal products:**

See Appendix II (3.3)

(c) **Other**

In all other cases where the nature of the goods being inspected/processed pose a risk of contamination, the inspector shall take any required steps to minimise the risk of becoming a vector of plant or animal pests or disease.

## 5.5 NON-COMPLYING RISK GOODS

5.5.1 Where the inspector is not able to determine whether the import health standard has been met (e.g. different treatment to the one specified) then the inspector may contact the Import Management Section for guidance. Sufficient information pertaining to the consignment should be forwarded to the section to enable a decision to be made (for information required see Section 8).

5.5.2 If the risk goods do not comply with the relevant import health standard or an import health standard for the product does not exist then biosecurity clearance shall not be given and the goods are to be seized and remain in or be taken to a place of secure custody.

5.5.3 The importer is to be advised of the seizure and the reason for it. The importer may attempt to obtain certification/treatment/clarification that will allow the goods to comply with the import health standard.

5.5.4 A CTO is responsible for directions as to the disposal of, the treatment of, or any other dealing with, any goods seized in accordance with the Act. The CTO directs the following:

- (a) Private or accompanied risk goods seized at the border or when the owner is present should be reshipped or destroyed at the owners option and expense.
- (b) Where the import health standard expressly allows a treatment to take place in New Zealand the risk good may be treated at an approved transitional facility and then given biosecurity clearance.
- (c) All other risk goods not eligible for biosecurity clearance are to be referred to the Import Management Section for a decision on disposal.

*Note: For more detail on handling of non complying risk goods see Appendix I Plant Products and Appendix II Animal Products.*

5.5.5 Dealings between inspectors and the Import Management Section should be in writing unless urgent.

**Note:** The supplier is expected to take all practical steps to address a non-compliance issue within the suppliers own business prior to referral to MAF Reg.

## **5.6 SUPERVISION OF TRANSPORT TO APPROVED TRANSITIONAL FACILITIES**

5.6.1 Inspectors are to specify any approved means by which uncleared goods are transported to, held and processed at an approved facility.

## **5.7 DIRECTION FOR TREATMENT**

5.7.1 If an importer chooses to have his or her goods treated, the inspector shall advise the importer of the options available for transport and treatment, so that he or she may select the one to be used. Once the preference is selected the inspector shall issue a direction in writing to the importer to that effect and ensure that the direction is carried out without deviation.

## **5.8 RE-INSPECTION AFTER TREATMENT**

5.8.1 Once the treatment has been carried out according to the inspector's direction the goods should be reinspected to the degree necessary to ensure the required treatment has been carried out. If the goods comply with the relevant import health standard then the inspector shall issue in writing a Biosecurity Clearance for the goods.

## **5.9 BIOSECURITY CLEARANCE**

5.9.1 If the goods comply with the relevant import health standard the inspector shall issue a biosecurity clearance for the goods.

## **6 REPORTS AND RECORDS**

### **6.1 REPORTS**

6.1.1 Data on goods inspected, inspection findings, and consequential actions are to be collected, recorded and reported according to *Requirements for Border Inspection Quality Management and Administration* and any specific reporting requirements in the relevant import health standard.

### **6.2 RECORDS**

6.2.1 Written Directions (including Biosecurity Clearance) pertaining to the following classes of imports shall be kept:

- all commercial consignments of animals, plants, products and animal remedies;
- all live animals;
- all illegal imports;
- any importation under an Permit to Import;
- where the importer requests a written clearance.

6.2.2 Details required are:

- importer
- description of import(s)
- volume
- origin
- date of importation
- method of arrival
- inspectors name
- whether the import was released, treated, reshipped or destroyed reference number of Permit to Import, etc.
- date of issue
- the import health standard number and date under which the consignment was released.

6.2.3 Records shall be retrievable within two working days.

6.2.4 Records shall be kept for a minimum of three years.

## **7 COST RECOVERY**

- 7.1 The supplier shall recover the costs of carrying out document and goods inspection and supervision of transport and decontamination according to the Biosecurity (Costs) Regulations 1993.
- 7.2 Where an activity is undertaken that is not covered by the Biosecurity (Costs) Regulations 1993 and is not Crown funded but is required for the border part of biosecurity then the National Advisor (Border Inspection) is to be advised.

# 8 REQUEST FOR MAF REG DECISION

**To:** The Manager  
Import Management Section  
MAF Regulatory Authority  
Tel: 04 498 9624 Fax: 04 474 4132

**Note:** The use of this form is not compulsory but the information requested below is expected to be supplied in some form.

<b>Date of arrival</b>	<b>Method of arrival</b>	
<b>Detailed description of the goods</b>		
<b>Origin</b>	<b>Exporter</b>	
<b>Goods currently held at</b>	<b>Importer</b>	
<b>Reason for referral to Import Management Section</b>		
<b>The following documentation is attached</b>		
<b>Advice to be sent to</b>		
<b>Date</b>	<b>Signature</b>	<b>Name</b>

# APPENDIX I

## SPECIFIC PLANT/ PLANT MATERIAL REQUIREMENTS

### 1 INSPECTION OF IMPORT DOCUMENTATION

1.1 The inspector shall check the plants and plant products together with any certification presented with the consignment against the appropriate import health standard.

- NASS 155.02.02.06 Importation of Grain for Processing.
- MAF Reg 155.02.05 Importation of Seeds for Sowing; and
- MAF Reg 155.02.06 Specifications for the Importation of Nursery Stock.

Import health standards for cut flowers, seed for sowing, stock food, plant products for human consumption and miscellaneous plant products may be sourced from:

- The appendices at the end of *152.09: Clearance of Plants and Plant Products* (Appendix I - Cut Flowers and Foliage; Appendix II - Dried Flowers and Foliage; Appendix III - Plant Products/By Products, Appendix IV - Stored Products and Appendix V - These Plant Products are not Risk Goods). These appendices will be withdrawn as the 155 Series are issued by the National Advisor (Phytosanitary Standards).
- NASS 15.09.02 - Standard for Clearance at the Border of Bulk Grain

*N.B. When undertaking the clearance of fresh fruit and vegetables MAF Reg 152.02 Clearance of Fresh Produce is to take precedence over any requirement within this document.*

1.2 Where the import health standard requires the risk goods to be covered by an Permit to Import then the importer or the importer's agent is responsible for the presentation of the permit.

1.3 When a plant or plant product is presented for a Biosecurity clearance and that product does not comply with the requirements, then they are to be classified (within process procedures) into the categories below and actioned accordingly:

- (a) Minor technical non-compliances (e.g. typographical errors). These non-compliances are to be dealt with by the supplier.
- (b) Other technical non-compliances where technical input is required (e.g a treatment substitution on a Phytosanitary Certificate). These may be dealt with by the supplier if the supplier is satisfied that the appropriate expertise exists within the organisation. If it is not, then advice may be sought from Import Management Section.
- (c) For policy non compliances (e.g. no standard exists for the product), in addition to the importer's option of reshipment or destruction, the supplier may give the importer the option of having a risk assessment undertaken by a MAF

Reg approved agency. If this last option (i.e. risk assessment) is taken up then the importer is to be referred to the Permits Officer of Import Management section.

## **2 TRANSHIPMENT BETWEEN METROPOLITAN AREAS**

2.1 Plants and plant products which are risk goods may be authorised to be transhipped from the port of entry to a transitional facility at another place for inspection and/or clearance with the following provisos:

- the Permit to Import (if required) and/or any required certification for the plants and plant products shall be presented to an inspector in the port of first arrival and found to be correct prior to transhipment; and
- transhipment shall only be allowed direct to a transitional facility in another metropolitan area which is serviced by an inspector unless otherwise specified by an import health standard or Permit to Import; and
- the plants and plant products shall be transhipped within pest proof containers; and
- written notification shall be forwarded to the inspector in the receiving area containing relevant details. A copy of the notification is to be kept on file.

## **3 INSPECTION**

### **3.1 Seed**

3.1.2 Seed which meets all the conditions of the relevant import health standard need only be sampled to the extent necessary to be assured that the seed is true to label. That is, it is a truth of labelling test and not a phytosanitary inspection. Where such a test indicates that the product is not true to label, the consignment shall be held and the NA (BI) shall be advised of all relevant details.

3.1.3 Seed meeting all the conditions of the relevant import health standard shall be inspected/sampled for pests/disease/analysis at the rate given in 3.2.4.

3.1.4 Hermetically Sealed Seeds

Seed in hermetically sealed containers/packages requiring only **BASIC ENTRY CONDITIONS**, may be imported without an IPC or SAC.

In addition seed in hermetically sealed containers/packages may be exempt inspection where the exporter/packhouse has consistently demonstrated compliance with the

import health standard. The supplier is expected to be able to demonstrate how the consistency was established.

For the purposes of this section "hermetically sealed seeds" means seeds that have been packed and sealed in such a manner as to extend or ensure the optimum germination rate or viability of the seed.

### 3.1.5 Returning New Zealand grown seed.

Seed that is grown and packed in New Zealand and is returning from overseas may be given biosecurity clearance provided the New Zealand origin can be confirmed and there is no evidence of contamination or tampering (i.e. opened packets). Evidence may include:

- original labelled packets
- New Zealand export documentation
- import documentation confirms origin
- accompanied by a phytosanitary re-export certificate

The importers reason why the seed was returned to New Zealand is to be noted on the BACC. A copy of this is to be faxed to:

Technical Advisor (Border Inspection)  
MAF Reg  
WELLINGTON  
Fax: 04 474 4257

## 3.2 Other plant material

3.2.1 Consignments of all viable plant material are to be physically inspected to ensure:

- (i) The consignment matches the material (as far as can be reasonably ascertained by visual inspection) described on the certification and bill of lading or airway bill.
- (ii) That any seals required by the import health standard are intact and the same number as the seal on the certification.

3.2.2 All consignments shall be inspected for pests and diseases unless exempted by an Import Health Standard.

3.2.3 The inspection shall take place at a transitional facility, approved for the type of product being imported, at the port or airport of arrival, unless exempted by an Import Health Standard.

3.2.4 Sampling

Sampling shall be random across a lot recognising technical or operational limitations that may occur.

- (i) Nursery Stock - a 600 unit sample is to be taken from each lot.
  
- (ii) Other plant products - Where the consignment is homogenous then the following table is to be used. The sampling plan to be used is given below unless stipulated otherwise in another standard covering specific products:
  
- (iii) Where the consignment is not homogenous, inspectors shall decide on the number of lots to be inspected taking into account:
  - (a) origin: the goods may have been sourced from different growers or packing facilities.
  
  - (b) species: similar but different species/varieties may have been presented as one consignment
  
  - (c) size: different size or maturity of product may indicate different origins. The pests on smaller plants/ plant product can also differ to those that are more mature plants/plant products

The lot shall be a single commodity, identifiable by its homogeneity of composition, origin etc., forming part of a consignment

<b>Lot Size</b>	<b>Sample Size (Bags/Sacks/Cartons)</b>
1-50	2
51-100	3
101-200	4
201-350	6
351-500	8
501-750	10
751-1200	12
1201-2000	15
2001-3500	20
3501-5000	25
over 5000	40

- 3.2.5 All inspectors undertaking inspection of plants and plant products shall have suitable and documented training and be approved by the supplier for the task. Regular competency checks are to form part of the training. Eg. the inspector must be capable of finding/finding evidence of hard to detect organisms such as scale, thrips, mealy bugs, mites, fungi and bacteria.
- 3.2.6 The inspector shall utilise the facilities available, especially lighting, benches, microscopes and hand lenses. An inspector shall 100% inspect the exterior surface of the plant/plant product sample for:
- (i) invertebrates: eggs, larvae, adults;
  - (ii) insect damage signs including:
    - Blistering
    - Boring
    - Chewing
    - Mining
    - Piercing

- Rasping
- Scales
- Sooty mould
- Tunnelling
- Webbing

(iii) Disease symptoms including:

- Mosaic or streaking of leaves
- Severe twisting or curling of leaves
- Lesions on leaves and/or stem
- Fungal spores or mycelia
- Callus or galls
- Pustules or blisters
- Bleeding or flow of discoloured sap from a wound
- Marked discolourisation of leaves (yellowing, reddening, bronzing, purpling in localised areas)

(iv) other plant material: leaves, seeds, twigs, bark etc;

(v) soil and water.

3.2.7 Plant/plant products that require dissection shall be carefully dissected so that, if possible, a live organism can be recovered for identification

3.2.8 Where pests and diseases are found then if identification is required it shall be according to MAF Reg 152.22.02S.

## **APPENDIX II**

### **SPECIFIC REQUIREMENTS FOR THE INSPECTION OF ANIMALS, GENETIC MATERIAL (SEMEN, EMBRYOS AND EGGS)**

#### **1. RESPONSIBILITY OF VETERINARY OFFICERS/INSPECTORS**

The clearance/direction of zoo and domestic animals((zoo animals, horses, cattle, deer, camelids, sheep, goats, pigs, dogs, cats and birds) shall be the responsibility of a veterinary officer.

The import health standard for other animals shall specify whether the veterinary officer is required, otherwise inspections may be completed by non-veterinarians.

#### **2. INSPECTION OF ANIMALS AND GENETIC MATERIAL DESTINED FOR IMMEDIATE BIOSECURITY CLEARANCE**

##### **2.1 Inspection of documentation**

The documentation accompanying animals and genetic material shall be carefully checked prior to biosecurity clearance. The inspector shall ensure that:

- (i) The importation is accompanied by a valid permit to import (if required by the import health standard).
- (ii) The certification meets the conditions of the current import health standard.

##### **2.2 Inspection of animals and genetic material**

Any cages or packaging shall be inspected for the presence of accompanying risk goods such as bird seed, vegetative material, dog chews and fresh meat or wood borer in the woodwork of the cage.

##### **2.3 Consignments shall be physically inspected to ensure:**

- (i) The animals or genetic material (as far as can be reasonably ascertained by visual inspection) match the description on the certification.
- (ii) That any seals required by the import health standard are intact and the numbers on the seals match the certification.
- (iii) That the animals appear to be healthy.

2.4 If it is impractical to physically inspect all the components of certain consignments on arrival e.g. genetic material, the inspector shall refer to the requirements of the import health standard.

### **3. INSPECTION OF ANIMALS AND GENETIC MATERIAL DESTINED FOR TRANSFER TO A TRANSITIONAL OR CONTAINMENT FACILITY**

#### **3.1 Inspection of documentation**

The documentation accompanying animals and genetic material shall receive minimal checking prior to issuing a biosecurity direction. The inspector shall ensure that the importation is accompanied by a valid permit to import (if required by the import health standard).

3.2 The supervising officer of the receiving facility shall be notified immediately of the arrival of the consignment and sent the accompanying original certification and the relevant copy of the biosecurity direction.

#### **3.3 Inspection of imported animals**

The veterinary officer/inspector shall take into account the level of biosecurity required at the receiving transitional facility and take such measures as are necessary to maintain the required level of quarantine while moving these animals. For example, the amount of direct physical contact with these animals shall be avoided if possible. Protective clothing shall be used. The requirements for stand down shall be addressed. Containment measures shall be taken to prevent contamination of the environment. Cleaning and disinfection shall be practised.

3.4 Animals shall be physically inspected to ensure that:

- (i) the consignment matches the animals (as far as can be reasonably ascertained by visual inspection) described on the permit to import, certification,
- (ii) any seals required by the import health standard are intact and the numbers on the seals match the certification,
- (iii) the zoo and domestic animals (zoo animals, horses, deer, cattle, camelids, sheep, goats, pigs, dogs, cats and birds) in the consignment are fit to travel to the transitional or containment facility.

3.5 In the case of hatching eggs and tropical fish the packaging is to be inspected visually for any leakage. Containment measures shall be taken to prevent contamination of the environment.

3.6 The animals shall be processed and transferred to the transitional or containment facility as quickly as possible.

#### **4. INSPECTION OF ANIMALS DESTINED TO TRANSIT NEW ZEALAND**

In most cases animals in transit will be held within the hold of the aircraft or be transplaned on the tarmac. They should be accompanied by an authority to transit which shall state any conditions that must be met.

- 4.1 If the departure of the aircraft or vessel is delayed and there is concern about the welfare and/or biosecurity risk of the animals the NM(IM) shall be contacted to resolve the problem.

#### **5. INSPECTION OF ANIMALS AND GENETIC MATERIAL WHICH DO NOT HAVE APPROPRIATE DOCUMENTATION**

If the documentation accompanying animals and genetic material is incomplete or absent then there are several courses of action depending on the circumstances.

##### **5.1 There is an import health standard for this category of animal/genetic material**

- (i) If the importer has an expectation that the animals and genetic material are to be consigned to a transitional or containment facility they should be sent there when it is confirmed that the facility is approved and can take the animals and genetic material (as per section 3.3). The certification issues can be addressed later.
- (ii) If there is an expectation that the animals and genetic material will be given a biosecurity clearance then the veterinary officer shall report to the NM(IM) as per section 6 for a decision on the course of action. Arrangements shall be made to hold the animals and genetic material in secure custody while the certification issues are clarified.

##### **5.2 There is no import health standard for this category of animal/genetic material**

This situation may arise where animals and genetic materials are smuggled, imported innocently, or have accidentally been carried with cargo.

- (i) Animals arriving by sea may be bonded aboard the vessel. If the Master refuses to bond the animal then proceed as described below for this type of non-compliance:
- (ii) The animal and genetic material shall be seized and held in secure custody.
- (iii) The NM(IM) shall be contacted immediately and a report shall be sent as required in section 6 below.

## 6. REPORT ON NON COMPLIANCE

In cases of non compliance the inspector shall seek advice from the NM(IM) and provide a report on the information listed below:

- Species or common name for the animal.
- The reason that the animal has been seized.
- Where the animal(s) was seized.
- How it was transported to NZ.
- What certification accompanied the animals.
- Identification tags on the animals.
- What type of containment was used to hold the animal in transport.
- The country of origin and the times of arrival and departure at each of the stopovers.
- Under what conditions was the animal held during stopovers.
- Information about the health status of the animal.
- Where is the animal is being held and the standard that the transitional facility complies with.
- Any preliminary advice about reship options, when and where to.
- Name, fax, phone and address of owner/importer/shipper.
- Name, fax and phone number of the contact at the airline to discuss reshipping options.
- Name, fax and phone of the QO dealing with the problem.
- Any other pertinent information.