Ministry for Primary Industries
Manatū Ahu Matua

Facility Standard

Ornamental Fish and Marine Invertebrates

Draft for Consultation

MPI-STD-ORNAMARI

[Document Date]

Issued under the Biosecurity Act 1993

New Zealand Government

TITLE

Facility Standard: Ornamental Fish and Marine Invertebrates

COMMENCEMENT

This Facility Standard comes into force on [Effective Date]

REVOCATION

This Facility Standard revokes and replaces:

- *Standard for Transitional Facilities for Ornamental Fish and Marine Invertebrates 154.02.06, 20 April 2011*

ISSUING AUTHORITY

This Facility Standard is issued for the purpose of section 39 of the Biosecurity Act 1993.

Dated at Wellington this ... day of.....

Draft for Consultation

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Introduction

This introduction is not part of the Facility Standard, but is intended to indicate its general effect.

Purpose

This facility standard relates to transitional facilities holding uncleared ornamental fish and marine invertebrate species.

The purpose of this standard is to:

- Set out the requirements relating to building, maintaining and operating this kind of facility.
- Describe how a place becomes approved as this kind of transitional facility.
- Specify quarantine requirements intended to minimise the risk of introducing pests and infectious agents and their transmission to susceptible species in New Zealand.
- Prevent the introduction of ornamental fish and marine invertebrate species that have not been cleared for importation.

Background

The Biosecurity Act 1993 (the Act) provides the legal basis for excluding, eradicating and effectively managing pests and unwanted organisms that may cause harm to natural and physical resources and human health. Imported risk goods have the potential to introduce pests and unwanted organisms into New Zealand. For that reason, imported risk goods must obtain biosecurity clearance before they are allowed to enter New Zealand.

The risk goods that this standard relates to must go to a transitional facility on arrival in New Zealand. They must remain there until they are given biosecurity clearance or are re-shipped or destroyed.

A place cannot operate as a transitional facility unless it is approved by the Director-General. In order to be approved, it must comply with the Act and the requirements in this standard. Details about how to apply for facility approval can be found by contacting liveanimals@mpi.govt.nz. Facility approvals may be subject to conditions.

A transitional facility must be operated by an approved operator. The MPI website Approved Operator Application Form how to become an approved operator. Operator approvals are subject to the condition that the operator will comply with this standard and with any other conditions imposed by the Director-General.

Who should read this Facility Standard?

This facility standard applies to Operators and Inspectors of facilities holding ornamental fish and marine invertebrates that have been directed on arrival in New Zealand to a transitional (quarantine) facility as a requirement of an import health standard (IHS).

Why is this important?

If a place does not comply with the building, maintenance and operating requirements of this standard, it will not be approved as a transitional facility and, if already approved, the approval may be suspended or cancelled.

If an operator does not comply with the operating requirements of this standard, the operator's approval may be suspended or cancelled.

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It is an offence to operate a place as a transitional facility if the place is not approved as a transitional facility or the person operating the place is not an approved operator, or if those approvals are suspended. It is also an offence for a person who operates a transitional facility to not comply with the operating standards for the facility.

Document History

Refer to Schedule 1.

Other information

Guidance

Guidance has been prepared to accompany this standard and has been presented as guidance boxes within the standard. The guidance sets out the ways in which the requirements of this standard can be met and contains other useful information. Operators and applicants for approval should read and be familiar with the guidance information.

Costs

Applicants for a facility approval, and approval to be an operator, must pay an application fee.

MPI will charge for ongoing monitoring of compliance with this standard and any conditions of an approval. Fees are at the rates set out in the *Biosecurity (Costs) Regulations 2010*.

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Part 1: Requirements

1.1 Application

(1) This facility standard applies to transitional facilities holding ornamental fish and marine invertebrates that have been directed to a transitional facility upon arrival in New Zealand.

(2) Transitional facilities holding ornamental fish and marine invertebrates are subject to the requirements of this facility standard, and are not subject to *the Facility Standard: Standard for Transitional Facilities for General Uncleared Risk Goods (TFGEN)* except to the extent that the requirements of TFGEN have been incorporated into this facility standard.

1.2 Incorporation of material by reference

(1) The following material is incorporated by reference into this facility standard under section 142M of the Act:

a) *Approved Diagnostic Tests, Vaccines, Treatments and Post-arrival Testing Laboratories for Animal Import Health Standards (MPI-STD-TVTL).*

1.3 Definitions

(1) For the purposes of this standard, terms used that are defined in the Act have the meanings set out there. The Act is available at the following website: http://www.legislation.govt.nz/.

(2) See Schedule 2 for additional definitions that apply.

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Part 2: Physical and Structural Requirements

2.1 Transitional facility location

(1) The transitional facility must be located in a place that is provided with suitable services and systems in order to meet the requirements of this standard and ensure that the biosecurity risks in relation to ornamental fish and marine invertebrates are managed at all times and that adequate provision can be made for the management of contingencies in the event of an incident or containment breach.

Guidance 2.1

- Transitional facilities should not be located in areas at risk of flooding (e.g. designated floodplain areas) or areas susceptible to major climatic events (e.g. high winds and significant earthquake activity). Examples of services and systems include access to sewerage systems/treatments and uninterrupted power sources.

2.2 Transitional facility premises

(1) A fully enclosed building must be provided for the holding of ornamental fish and marine invertebrates.

(2) Floors, walls, ceiling, shelves, benches and all other fixtures must be constructed of materials that can be effectively cleaned and disinfected. They must be maintained so that free water does not lie on the surface.

(3) The ornamental fish and marine invertebrates must be held in tanks. The tanks must be kept clean and have at least one clear glass side for easy inspection of the fish and marine invertebrates. There must be sufficient lighting to clearly observe the tank contents.

(4) Tanks must be permanently identified so that records of the fish and marine invertebrates can be correlated with each tank.

(5) The tanks must have lids or be constructed or positioned to prevent splash contamination between tanks.

(6) A site plan or map for the entire facility which clearly identifies the area or areas where uncleared animals are received or held must be included in the operating manual as set out in clause 3.1.

(7) The facility must be constructed and operated in a manner that contains in isolation the imported ornamental fish and marine invertebrates.

(8) During the quarantine period:

a) The operator must ensure that no ornamental fish, marine invertebrates, equipment or materials are removed from the facility without approval of the Inspector.
b) The facility must not be used for any purpose other than the quarantine of imported ornamental fish and marine invertebrates, other than for holding previous cleared shipments.
c) Scavenger fish and snails may be kept in the tanks for hygiene purposes. Scavenger fish and snails in the direct water system must be destroyed if an exotic disease is confirmed, or is suspected and the operator chooses not to test (see clause 3.6.1(3)).

2.3 Signage

(1) A transitional facility must have prominent signs at all entrances and areas within the building(s) or premises which are designated as a transitional facility under the Act. Signs must warn that entry is restricted to persons permitted by the operator.

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Guidance 2.3

- Signs should specify that the premises are a "Transitional Facility as Approved by the Ministry for Primary Industries".
- Signs are not permitted to display the MPI logos as per the Flags, Emblems, and Names Protection Act 1981.

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Part 3: Operational Requirements

3.1 Operating manual

(1) An operating manual must be prepared for each transitional facility and must set out how the transitional facility will meet the requirements of this standard and the *MPI Import Health Standard: Ornamental Fish and Marine Invertebrates*.

(2) The operator must ensure that the procedures set out in the operating manual are followed. A copy of the most current version of the operating manual must be made available to the Inspector on request.

(3) The operating manual and any amendments made to it must be approved by the Inspector.

(4) The operating manual must:

a) Describe how the following standards and requirements will be met in relation to the uncleared animals:

i) This standard.
ii) The *Import Health Standard: Ornamental Fish and Marine Invertebrates*.
iii) Any import permit.
iv) Any measures approved in a Chief Technical Officer (CTO) direction under section 27(1)(d)(iii) of the Act.

b) Describe how the efficacy of the systems and procedures will be measured, monitored, and determined to be continually effective.

(5) The operating manual must have the following structure:

a) A table of contents.
b) Numbered pages and the version number and date on each page.
c) The scope of the operating manual must include:

i) The purpose of the transitional facility as set out in the approval.
ii) A list of the relevant IHS(s) applicable to the animals held in the facility.
iii) A site plan of the transitional facility.
iv) A description of the design and construction of the facility, including direct water systems and how separation is maintained.

d) The management structure and staff responsible for managing the uncleared animals which must include:

i) The name and contact details of the transitional facility owner.
ii) The name and contact details of the operator and their responsibilities.
iii) A list of any staff carrying out management responsibilities including any deputy operators or accredited persons (if applicable), and a description of each person's responsibilities for the physical and operational compliance of the transitional facility.
iv) Other key staff.
v) The following contact details:

1) The Inspector with primary responsibility for supervision of the transitional facility.
2) The relevant MPI office's email address and phone number for booking inspections.

e) Activities and procedures undertaken:

i) *Access and security*: A description of the access and security procedures (see clause 3.2).
ii) *Segregation of animals and shared quarantine* (see clause 3.3.1):

1) A description of how the animals will be separated from other animals not of an equivalent health status, including during movement (if applicable).

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2) A description of how these measures and procedures will be monitored, maintained and determined to be effective.

iii) *Procedures for identification of ornamental fish* (see clause 3.3.2).
iv) *Waste disposal*: A description of how the disposal procedures for liquid and solid waste will be met. For water treatment and disposal see clause 3.4.
v) *Record keeping*: A description of the types of records kept (see clause 3.5).
vi) *Transfers or movement*: A description of how the animals are received and sent to another facility.
vii) *Procedures for disease surveillance and reporting* (see clause 3.6).
viii) *Training*: A description of staff and visitor training (see clause 3.7).
ix) *Repairs and maintenance*: A description of the repairs and maintenance procedures of the facility.
x) *Cleaning and hygiene*: A description of the facility's cleaning and personnel hygiene regime and how it mitigates risks associated with the animals (see clause 3.8).
xi) *Pest control*: A description of the pest control regime (see clause 3.9).
xii) *Internal audit and quality assurance systems review*:

1) A description of the scope and the process undertaken for internal audits and quality assurance system review.
2) A description of the procedures for addressing non-compliances (see clause 3.11).

xiii) *Document control:*

1) A description of the process for making changes to the operating manual and how the operating manual will be monitored and checked for relevance.
2) Identification of the person(s) responsible for ensuring the operating manual is up to date.
3) A history of the changes to the operating manual.

xiv) *Contingency plan:* An outline of potential risks, procedures to be followed in the event of an adverse incident and identification of available resources for the contingency (see clause 3.10).

(6) The operator must review the operating manual at least once a year to ensure its continuing suitability and effectiveness. The review must take into consideration the following:

a) Internal audit and quality assurance system reports (see clause 3.11).
b) MPI inspection reports.

(7) The operator must inform the Inspector if the transitional facility's operations or activities change from the approved scope of the operating manual prior to the change occurring.

Guidance 3.1

- The approval of the facility will be limited to the purpose and scope of activities listed in the operating manual.

Guidance 3.1(5) d)

- The operator has an obligation to appoint an individual or individuals as the deputy operator(s) if it is the opinion of the operator that one is needed due to the complexities and particular operating factors of a facility, in the event of the operator's absence, or where contingencies may impact the operator's ability to exercise their responsibilities effectively.
- The operator is accountable for ensuring that the transitional facility is compliant with the requirements of this standard, the relevant import health standard, the import permit or any measures approved in a CTO direction. While they are not expected to do all the work for the facility to meet compliance, they are responsible for ensuring all the work is done and that they are satisfied with the information which demonstrates compliance.

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- Positions rather than people can be referenced, but provisions should be made to ensure that names and employment dates are kept in company records that are readily accessible.

3.2 Transitional facility access and security

(1) A transitional facility must have access procedures to ensure the security of fish and marine invertebrates. The access and security procedures must be outlined in the operating manual.

(2) Other than staff members, only persons permitted by the Inspector are allowed in the transitional facility. The operator must ensure that these persons:

a) Are kept to a minimum during the quarantine period.
b) Adhere to access procedures.
c) Are accompanied by a staff member while in the transitional facility.
d) Follow the instructions of the operator at all times.
e) Sign in and out and provide a contact phone number on a register.

(3) The operator must provide access to the transitional facility for a MPI Inspector when required.

(4) Animals must remain secure and not be moved from the facility unless biosecurity authorisation or clearance is obtained from the Inspector.

(5) During quarantine, access to the facility must only be via the personnel entrance. This entrance must contain an outer changing room that provides for the storage of street clothes and footwear and other personal belongings.

(6) The operator must provide protective clothing and footwear for staff and visitors to use in the facility, to prevent contamination of street clothes and footwear. This must remain in the facility, and always be kept separate from street clothes. Disposable waterproof overshoes may be used, provided they are destroyed after use.

(7) The operator must develop procedures for the movement of people to and from the facility that prevent the potential transfer of pathogenic agents from quarantined fish and marine invertebrates to non-quarantined fish and marine invertebrates. These procedures must address the risk of transfer via the hands, arms, footwear and clothing. Procedures must include the requirements for people who have been in contact with fish, marine invertebrates, equipment or water to wash their hands and forearms with soap and water before exit from the facility.

(8) Procedures for access and exit must be displayed at the entrance.

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Guidance 3.2

- Access to the transitional facility might be given to contractors undertaking repairs and maintenance work, persons transporting animals, local body Inspectors, members of the public, and persons within the company who may not be in the transitional facility on a regular basis and do not have direct responsibilities for operations.

3.3 Receipt and movement of animals

3.3.1 Shared quarantine

(1) If ornamental fish and marine invertebrates from separate shipments are to be considered as not in the same direct water system for the purposes of clearance or disease investigation, this must be pre-approved by the Inspector.

(2) If ornamental fish and marine invertebrates are to be considered as not in the same direct water system for the purposes of clearance or disease investigation, the following requirements must be met:

a) If not in separate rooms, then the ornamental fish and marine invertebrates must be physically isolated by distance and/or barriers. It is not acceptable to have separate shipments in the same bank of tanks.
b) Water is not able to be transferred between tanks by splashing or dripping. If the tanks are in close proximity, this may include the need for tank lids.
c) Equipment such as protective clothing, nets, gloves (or hands if gloves are not used), feeding equipment, and thermometers must not be used between the tanks, or must be cleaned and disinfected between the tanks.
d) Packaging must be stored separately.
e) Where water flow is between tanks, there must be a system for water sterilisation between tanks.
f) Records must clearly list each group of tanks to show the date of arrival of the fish and/or marine invertebrates.

(3) The Inspector is to be notified as soon as possible if separation as required in sub clauses (1) and (2) is not maintained.

(4) Alternatively, separate shipments of ornamental fish and marine invertebrates may share the same quarantine period and therefore the same equipment and water circulation. In this event the clearance of all fish and marine invertebrates in the facility or the room will be delayed until the last shipment is approved for release.

3.3.2 Identification of ornamental fish and marine invertebrates

(1) The operator is responsible for the identification of the imported ornamental fish and marine invertebrates, to the satisfaction of the Inspector. In cases where identification of fish or marine invertebrates is in doubt the Inspector may seek advice from MPI. Costs of identification must be borne by the operator.

(2) If an imported ornamental fish or marine invertebrate is not on the approved species list set out in Schedule 4 of the *Import Health Standard: Ornamental Fish and Marine Invertebrates* then the operator must notify the Inspector within 5 days of importation. The operator must re-export the fish and/or marine invertebrates or have them destroyed under the supervision of the Inspector.

3.3.3 Progeny of imported fish and marine invertebrates

(1) The progeny of any ornamental fish or marine invertebrates which breed during the quarantine period may be shifted to another tank in the facility but are subject to all quarantine conditions that apply to the parent fish or marine invertebrate. All progeny must be added to the record system described in clause 3.5.

3.3.4 Removal of material from the facility

(1) Nothing may be removed from the facility during the quarantine period without the approval of the Inspector. The conditions of removal will address the risk of removing pathogens and ornamental fish and marine invertebrates from the facility.

(2) Equipment taken into the transitional facility must not be removed unless cleaned and disinfected as described in clause 3.8.

(3) Quarantine clothes may be taken away from the facility for laundering at the end of a quarantine period. If an exotic disease has been identified or an investigation is underway, or the operator has chosen euthanasia of fish rather than disease investigation, the clothes must be destroyed, or soaked prior to laundering in a solution approved by the Inspector such as 5 % volume/volume dishwashing detergent, nappy cleaner antiseptic, hand cleaner (chlorhexidine or chloroxylenol based) or salt (NaCl).

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Guidance

- Operator vehicles (covered trailers/cars) should be used to transport the consignments of ornamental fish and marine invertebrates directly to the transitional facility and unloading should be done within the quarantine facility.

3.4 Water treatment and disposal

3.4.1 Water disposal treatment

(1) Provision must be made to ensure the accidental spillage of water from at least two of the largest fish tanks would be directed automatically to an approved disposal system or contained for treatment.

(2) All wastewater, when discharged from the quarantine facility, must enter directly into an approved municipal sewerage system, approved septic tank, or other approved disposal system.

(3) Alternatively, wastewater must be treated with chlorine (see clause 3.4.2), ozone or with ultraviolet light irradiation (see clause 3.4.3). Chlorinated water must not be discharged directly into adjacent waterways.

3.4.2 Chlorination of water

(1) All water to be treated must pass through a filter capable of removing suspended organic material prior to chlorination.

(2) Before the treatment period commences, the chlorinated effluent must be brought to a pH between 5.0 and 7.0.

(3) An amount of chlorine compound must be added to the effluent in order to achieve a minimum concentration of free residual chlorine of 200 ppm (200 mg per litre) at 1 hour post treatment.

(4) Sodium hypochlorite (bleach) may be used at 1.6 millilitres of hypochlorite solution (12.5% available chlorine) per litre of water, while calcium hypochlorite powder (e.g. Pool Chlorine, 65-70% available chlorine) may be used at 0.3 gram of powder per litre of water.

(5) The tank must be agitated for a period of not less than 10 minutes to ensure thorough mixing of hypochlorite, and the hypochlorite retained for a period of not less than 1 hour.

(6) Tanks not achieving the free residual chlorine level required at the specified time in sub clause (3) must be re-treated until the requirement is met.

(7) The chlorine in the wastewater should be neutralised by adding sodium thiosulphate at a rate of 1.25 grams (2.5 ml of 50% sodium thiosulphate solution) per litre of treated wastewater, then agitated for not less than 10 minutes before discharge.

(8) Chlorination records must be maintained noting:

a) Volume of effluent.
b) Amount and type of chlorine compound added.
c) pH at commencement of the treatment period.
d) Time that treatment period commenced and ended.
e) Free residual chlorine level measured at the end of the treatment.

3.4.3 Ultraviolet (UV) light irradiation treatment of water

(1) All water to be treated must pass through a filter capable of removing suspended organic material and, where necessary, other filtration to ensure that the UV transmittance of the water is within manufacturer's specifications prior to irradiation. Filters and UV systems must be checked regularly to make sure they are functioning.

(2) Commercial UV water treatment units operating in the spectral range of 190-280 nm (254 nm recommended) delivering doses of at least 130 mWs/cm^2 must be used. The dose is calculated as the

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product of the intensity (mW/cm^2) and the exposure time in seconds (s). Servicing and maintenance must be done at least as frequently as required by the manufacturer of the UV sterilisation system. The bulbs must be monitored regularly to ensure they are delivering the appropriate intensity.

3.5 Record keeping

(1) The operator must implement and maintain an effective record keeping system that allows easy access to records for relevant staff and the Inspector.

(2) The operator must, for auditing purposes, maintain for at least seven years the following records filed with each shipment:

a) Overseas supplier, country of origin, dates of arrival and release.
b) Details of any movement, testing, disposal or export.
c) Number of each ornamental fish and marine invertebrate species, in total, and by tank.
d) Any movement of fish or invertebrates between tanks.
e) Details of clinical signs of disease, number affected by species, in total and by tank and treatment.
f) Details of any treatments administered.
g) Details of behavioural issues (i.e. fighting, not eating).
h) Details of ornamental fish and marine invertebrate mortality by species, in total and by tank.
i) Details of water quality parameters and maintenance/monitoring of any critical filtration/UV system.
j) Details of any laboratory test results.
k) Details of destruction of packaging where approval from the Inspector is required.
l) Details of significant management changes, such as food changes, and power and aeration failures.
m) Water and/or coral chlorination records, if applicable.
n) Details of pest control.
o) Biosecurity authorisations, import permit, any measures approved in a CTO direction and clearances.
p) Documenting and tracking of any issues relating to compliance with this standard, including the date identified, corrective action, target date and close-out date.
q) Internal audits and corrective actions (including dates found, target dates and closed out dates).
r) External audits and corrective actions (including dates found, target dates and closed out dates).
s) Training and assessment records.

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Guidance 3.5

- The Inspector will make an inspection record in the appropriate MPI database(s) for each import of ornamental fish and marine invertebrates showing:

  a) The date of arrival.
  b) The country of origin.
  c) The number of fish and marine invertebrates on arrival.
  d) Date of biosecurity clearance.
  e) The number of fish and marine invertebrates released.
  f) A summary report providing details of significant sickness, mortalities, treatments and laboratory findings.

- The Inspector will keep records of inspections and audits of the operation of quarantine. These records which are to be archived must include:

  a) Audit findings.
  b) Reports of critical situation reports, CARs and the results of follow-up visits.
  c) Reports of major disease incidents and outcomes.

3.6 Disease surveillance

(1) The operator must observe ornamental fish and marine invertebrates for signs of illness and abnormal behaviour periodically throughout the day. Daily records must be kept by tank and species including, as a minimum, the number of fish or marine invertebrates dead or missing and a brief description of any abnormalities on the live specimen or cadavers.

(2) Ornamental fish and marine invertebrates must be available for inspection by the Inspector who must be allowed to take specimens at any time for disease testing. The operator must provide the Inspector with packaging for sending the fish and invertebrate specimens as required.

(3) The operator must maintain records as detailed in section 3.5 and provide them to the Inspector upon request.

(4) Within 48 hours of arrival, mid quarantine and prior to the last Inspector visit, or if specifically requested by the Inspector, the operator must forward to the inspector records of fish morbidity/mortality and any necessary evidence required by the Inspector such as clinical signs, treatments and water parameters.

(5) The operator must notify the Inspector if fish or marine invertebrates display clinical signs of infection with pathogens listed in Part 2 of the *Import Health Standard: Ornamental Fish and Marine Invertebrates* or increased/significant mortality.

(6) Where the operator claims that mortalities are linked to non-listed pathogens, or to environmental causes, evidence must be presented to the Inspector. Evidence may include records regarding fish and marine invertebrate health on arrival, microscopy results, regular water quality parameter records, and other environmental or operational records.

(7) Dead fish and marine invertebrates must be removed from tanks as soon as possible and kept in a freezer (or otherwise as directed by the Inspector) until cleared, directed for destruction, or taken for testing by the Inspector. The operator must have a system in place to identify dead fish and marine invertebrates by consignment. If the information is to be used as information for disease investigation, species susceptible to diseases listed in Part 2 of the *Import Health Standard: Ornamental Fish and Marine Invertebrates* must be identifiable by species, tank and week of death. Dead corals must be soaked in chlorine (reaching at least 200ppm after 1 hour) and then dried prior to release (records must be maintained).

(8) Specimens must be submitted to the laboratory at the discretion of the Inspector.

(9) All disease testing must be conducted at the Investigation and Diagnostic Centre of Biosecurity New Zealand, Upper Hutt, Wellington.

(10) Specified requirements as listed in Part 2 of the *Import Health Standard Ornamental Fish and Marine Invertebrates* must be met for ornamental fish and marine invertebrates listed in Schedule 3 of the Import Health Standard. Testing and treatment protocols including treatments approved for routine prophylactic use must be done in accordance with MPI *Approved Diagnostic Tests, Vaccines, Treatments and Post-arrival Testing Laboratories for Animal Import Health Standards (MPI-STD-TVTL)*. Testing for specified risk organisms must take place not less than 2 weeks after the last fish was introduced to the batch.

(11) No other medication, chemical or drug is to be administered to ornamental fish or marine invertebrates without prior written approval from the Inspector.

(12) Treatments or prophylactic measures must not interfere with disease surveillance and must be recorded.

(13) The Inspector may take water or other samples for testing at any time.

3.6.1 Occurrence of an exotic disease

(1) If an exotic disease is diagnosed, the operator must notify the chief technical officer within 24 hours.

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(2) In the event of a positive test result for an exotic disease, all fish and marine invertebrates in the batch must be tested and shown to be free of the relevant disease organism/s, or euthanised.

(3) In the event of a positive test result for an exotic disease, or when the operator chooses not to have fish or marine invertebrates tested:

a) All ornamental fish and marine invertebrates (including scavenger fish and snails) directed by the Inspector must be destroyed.
b) All dead ornamental fish or marine invertebrates (including scavenger fish and snails) must be double bagged and removed from the facility by the Inspector for disposal.
c) The protective clothing, packaging, tanks and equipment from the direct water system and any parts of the facility that are potentially contaminated must be thoroughly cleaned and disinfected (section 3.8) or destroyed.
d) All fish and marine invertebrate testing, destruction, and cleaning must be under direction of the Inspector.
e) Packaging associated with the consignment must be either destroyed or treated using the following options:

i) Incineration or commercial waste management at an approved transitional facility.
ii) For plastic or polystyrene: thoroughly sprayed with 200ppm chlorine or 2% Virkon and left to dry (see *Standard for Transitional Facilities for General Uncleared Risk Goods*).

(4) If commercial waste facilities are used, records must be kept.

Guidance 3.6.1

- When exotic disease is suspected, the Inspector may order any tests deemed necessary to be able to give biosecurity clearance to ornamental fish and marine invertebrates in the shipment that test negative or are not part of the disease investigation.
- The chief technical officer may order further tests, and/or the destruction of fish and marine invertebrates, treatment of tank water, the cleaning and decontamination of equipment and facilities.
- Diseased fish and marine invertebrates may only be treated with approval from the Inspector.
- The Inspector may direct the management of disease control and extend the period of quarantine or contact the chief technical officer to recommend the destruction of the ornamental fish or marine invertebrates. If the chief technical officer orders destruction of a shipment, all shipments in the facility may be destroyed if there is doubt about the isolation of shipments.
- Other fish or marine invertebrates in the direct water system may be cleared one week after being moved to a clean direct water system or on successful completion of quarantine as determined by the Inspector, whichever is the longer.

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3.7 Training

(1) The operator must nominate a person or position within the company responsible for training of staff.

(2) A training programme must be developed and implemented for all staff working at the transitional facility that will be handling uncleared ornamental fish and marine invertebrates, and for visitors to the facility. The programme must describe the following:

a) How the training is to be implemented.
b) How the effectiveness of training is assessed.
c) The time scales for implementation and refresher courses.

(3) The training programme must be described in the operating manual.

(4) The operator must ensure that persons working at the facility are aware of and understand the following:

a) The requirements of this standard.

b) The documentation related to the management of the animals.
c) Their responsibilities and obligations while in the transitional facility in relation to the management of the animals.

Guidance 3.7

- The training provided for each person should only address what is needed in order for the requirements of this standard to be met. Contractors, for example, may only need to be provided with information about the facility and the precautions they must take to ensure the safe and secure management of animals they may come in contact with.

3.8 Cleaning and hygiene

(1) The operator must ensure that an effective cleaning and hygiene system is in place that ensures the transitional facility and protective clothing are kept clean at all times and activities undertaken by personnel do not compromise the management of the uncleared fish and marine invertebrates.

(2) The facility, equipment and protective clothing must be available for adequate cleaning and disinfection:

a) After an exotic disease is diagnosed, or the operator chooses not to have fish or marine invertebrates tested when the exotic diseases is suspected (see clauses 3.6.1).
b) When using equipment between water systems (see clause 3.3.1)

(3) Equipment and fish tanks must be thoroughly cleaned before disinfection with:

a) Hypochlorite solution at 200 ppm for 5 minutes, or
b) An iodophore solution, approved by the inspector, containing 0.5% available iodine for 5 minutes, or
c) Other disinfection methods approved by the Inspector.

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3.9 Pest control

(1) Surveillance must be maintained for the presence of vermin and control activities undertaken if they are detected.

3.10 Contingency plans

(1) The operator must ensure that contingency plans are in place to manage any situation or incident which may compromise the biosecurity of uncleared ornamental fish and marine invertebrates. The contingency plan must be included in the operating manual.

(2) The contingency plan must include

a) The procedures to be followed in the event of an identified situation occurring.
b) The resources required and available to effectively manage these situations.
c) A description of how the contingency plan will be verified to ensure that it is effective and can be immediately implemented for each situation.
d) Evidence to verify the effectiveness of each contingency plan.

Guidance 3.10

- Examples of events which may compromise the biosecurity of uncleared fish or marine invertebrates include fire, natural disasters (e.g. earthquakes, flood), loss of operator, breaches of security (e.g.

theft), loss of essential services (e.g. electrical power, equipment malfunction) or cancellation of facility approval.

- Contingency plans need to contain sufficient information to enable persons responsible for implementing the plan to respond as quickly as possible. The information needs to be clear and complete, including up-to-date contact details of key individuals and emergency services (if applicable).
- Testing of contingency plans should be carried out on a regular basis to ensure smooth implementation of each plan. Testing should also ensure that equipment and other resources are operational and staff know how to use these.

Guidance Biosecurity Clearance

- Arrival inspections must include:
  a) Collection of original CITES documentation.
  b) Checking the shipment for plants or other hitchhiker organisms and the supervision of their destruction by treatment with steam treatment, incineration or another method approved by the Inspector.
  c) Correlating the commercial fish list documents with the number (as close as possible) and species of ornamental fish and marine invertebrates.
  d) Checking for the presence of non-approved ornamental fish and marine invertebrate species.
  e) Inspect the ornamental fish and marine invertebrates for any signs of disease.
  f) Verification of the number of fish remaining from previous shipments.

- The Inspector shall make as many visits as considered necessary, but the minimum number of visits is:
  a) For ornamental fish and marine invertebrates that are susceptible to risk organisms in Part 2 of the *MPI Import Health Standard: Ornamental Fish and Marine Invertebrates*, at least three times during the quarantine period:
     i) On arrival. This visit may be performed up to 24 hours following arrival, at the discretion of the Inspector.
     ii) Mid-quarantine at 7-21 days post arrival;
     iii) Within 48 hours prior to release.
  b) For ornamental fish and marine invertebrates not susceptible to risk organisms in Part 2 of the *MPI Import Health Standard: Ornamental Fish and Marine Invertebrates*, at least two times during the quarantine period:
     i) On arrival. This visit may be performed up to 24 hours following arrival, at the discretion of the inspector.
     ii) Within 48 hours prior to release.

- Measures should be put in place to ensure that biosecurity is maintained between the place of first arrival and the transitional facility, such as the sealing of the outer containers of ornamental fish and marine invertebrates with tamper-evident seals, such as MPI-approved tape.

- At every visit the Inspector shall:
  a) Be satisfied that the operator and the facility continue to meet the requirements of this standard.
  b) Inspect the ornamental fish and marine invertebrates for any signs of disease.

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c) Check for the presence of plants, hitchhiker organisms and non-approved ornamental fish and marine invertebrate species.
d) Inspect quarantine records, including mortality records against the actual estimated number of fish and invertebrates remaining in the tanks for any signs of disease.
e) Check the numbers of fish and marine vertebrates.

- If quarantine is extended, additional visits may be required to ensure ornamental fish and marine invertebrates that are susceptible to risk organisms in Part 2 of the *MPI Import Health Standard Ornamental Fish and Marine Invertebrates*, are inspected at least every 3 weeks during quarantine.

3.11 Internal audit and quality assurance system review

(1) The operator must carry out an internal audit and quality assurance systems review at least once every 12 months. The internal audit and quality assurance systems review report must be kept as a record.

(2) The internal audit must verify that the transitional facility's activities continue to comply with the:

a) Transitional facility approval, including the requirements of this standard and any conditions placed on the approval.
b) Operator approval, including any conditions placed on the approval.
c) Specifications and requirements in the operating manual.

(3) A review of the quality assurance systems includes reviewing the operating manual to ensure its continuing suitability and effectiveness and to introduce any necessary changes or improvements. The review must be focused on:

a) Ensuring that the most appropriate and effective systems, procedures and processes are in place to meet the regulatory requirements.
b) Ensuring that there are effective methods to monitor, assess and evaluate those systems, procedures and processes.
c) Ensuring that those systems, procedures and processes are being complied with.
d) Identifying how the quality assurance system can be improved and how non-compliances can be corrected and prevented.

(4) The operator must document all audit and review findings in a written report and provide the report to the Inspector within five days of being completed. The report must include:

a) The scope and date of the audit.
b) The names of the auditors and auditees.
c) Any recommendations, non-compliances or corrective actions, and the timeline for their completion.
d) The overall conclusions as to whether compliance has been met.
e) Signature of the operator and acknowledgement that they agree with the conclusions of the audit and review.

3.12 External MPI audit

(1) The MPI inspection reports must be kept as a record.

(2) The operator of the transitional facility must ensure that the facility is assessed by an MPI Inspector to ensure the requirements specified in this standard are met.

(3) The operator must provide the MPI Inspector, or any other representative of the chief technical officer, access to the facility, records and documents for inspection and audit. The operator must be available to assist and ensure that all relevant procedures and records are made available to the Inspector.

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Guidance 3.12

- The Inspector will conduct inspections and on-site audits as specified in section 3.12. Additional audits will be conducted as required, and are based on the performance of the operator, especially if non-compliance is found.
- Transitional facilities are assessed by the MPI Inspector to ensure the transitional facility's approval and operator's approval, and any other regulatory requirements in relation to the animals are being complied with. Part of the inspection is ensuring that the provisions in the operating manual are being complied with because those provisions have been approved by MPI as meeting the requirements of this standard.
- The transitional facility will be inspected at least annually by the MPI Inspector. MPI reserves the right to inspect at any time and inspections may be unscheduled.
- Should the operator display a lack of sufficient knowledge leading to failure of an inspection, the MPI Inspector may require the operator to take a relevant training course or recommend suspension or cancellation of the operator approval.
- Where a transitional facility is not compliant with this standard, the MPI Inspector may recommend the approval for that transitional facility and/or operator be suspended or cancelled. Where non-compliances are found but suspension or cancellation is not initially recommended, inspection frequencies will increase until the MPI Inspector is confident the facility is fully compliant.

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Schedule 1 – Document History

Date First Issued	Title	Shortcode
20 April 2011	Standard for Transitional Facilities for Ornamental Fish and Marine Invertebrates	154.02.06
Date of Issued Amendments	**Title**	**Shortcode**
TBA	Facility Standard: Ornamental Fish and Marine Invertebrates	MPI-STD-ORNAMARI

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Schedule 2 – Definitions

BACC

A biosecurity authority clearance certificate, which is a document given by an Inspector that certifies that the Inspector has given a clearance or a biosecurity authorisation for the goods it relates to.

Batch

All ornamental fish or marine invertebrates sharing a direct water system and susceptibility to any pathogens from Part 2 of the MPI Import Health Standard: Ornamental Fish and Marine Invertebrates.

Biosecurity Clearance

A clearance under section 26 of the Biosecurity Act 1993, for the entry of goods into New Zealand.

Biosecurity Authorisation

An authorisation given by an Inspector under section 25 of the Act permitting uncleared goods to be moved from a transitional facility or biosecurity control area to another transitional facility, biosecurity control area, containment facility, or to be exported.

CITES

Convention on International Trade in Endangered Species of Wild Fauna and Flora

Direct Water System

Water system with flow or operating practices (e.g. use of the same nets and gloves without sterilisation, splash from lidless tanks) between tanks that allow potential pathogen transfer.

Import permit

A certificate given by the Director-General of MPI under section 24D(2) of the Act.

Inspector

A person appointed as an Inspector under section 103 of the Biosecurity Act, 1993. An MPI veterinarian is referred to in this standard.

Laboratory

MPI approved veterinary diagnostic laboratory that is also a transitional facility.

MPI

Ministry for Primary Industries.

MPI Approved Test

A representative number of ornamental fish or marine invertebrates, as determined by MPI, tested to show that the ornamental fish or marine invertebrates are free from a specified disease of concern.
Note: The number of fish required for a test will vary with such factors as number of fish in the batch and the disease agent being investigated, and will be determined by MPI on a case by case basis.

Ornamental Fish

Approved species of fresh water fish and marine fish. The approved species are listed in Schedule 4 of the Import *Health Standard Ornamental Fish and Marine Invertebrates.*

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Operator

The person who has overall responsibility for the facility, its maintenance and operation in terms of section 40 of the Biosecurity Act, 1993.

Quarantine

Confinement of organisms or organic material that may be harbouring pests or unwanted organisms.

Quarantine period

A minimum period of quarantine as specified in the Import Health Standard: Ornamental Fish and Marine Invertebrates.

Risk goods

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:

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

Shared quarantine

More than one shipment at the quarantine at the same time.

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