

AQIS

AUSTRALIAN QUARANTINE AND INSPECTION SERVICE



INFORMATION FOR IMPORTERS FOR THE ASSESSMENT OF BULK FERTILISER SHIPMENTS IN SHIP'S HOLDS HIGH OR REDUCED RISK

Importer's information for assessments of fertiliser shipments high or reduced risk

| | |
|---|----------------|
| Purpose | 3 |
| What is Risk Assessment | 3 |
| What does it involve? | 3 |
| Preliminary Documentation | 3 |
| Permit application To Import Quarantine Material | 4 |
| Assessment of Loadport Including Manufacturers and Suppliers | 4 |
| Final Documentation for Assessment | 5 |
| Product Profile | 5 |
| Cargoes Previously Carried | 5 |
| Previous Voyages | 5 |
| Product Profile | 6 |
| Surveyor's Cleanliness Certificate | 6 |
| Bill of Lading | 6 |
| If Contamination is Found | 6 |
| Attachment 1 Assessment Activity Checklist | 7&8 |
| Attachment 2 AQIS Contacts | 9 |
| Attachment 3 AQIS Product Profile | 10 |
| Attachment 4 Reduced Risk Loadport Classification | 11 |
| Attachment 5 Site Inspection for Loadports (What will it cost ?) | 12 |
| Attachment 6 Commodities of Quarantine Concern | 13 |
| Attachment 7 AQIS State Office Contacts | 14 |

PURPOSE

This document is designed to provide information and guidance to successfully initiate, manage and complete an assessment of high and reduced risk fertiliser shipments.

This document outlines the required communication, procedures and documents to be completed to ensure risk assessment is successful.

The information provided will allow importers to evaluate if an overseas shipment is considered high or reduced risk. Thus ensuring an effective and cost-efficient method of clearing goods through quarantine.

WHAT IS RISK ASSESSMENT?

AQIS's concerns are not predominantly with diseased affected grain. Experience has shown imported consignments of fertiliser can be contaminated with quarantinable items. These may include seed, soil and animal matter and they all have the potential for introducing exotic pests and diseases into Australia's agricultural industries. The majority of the grains traded in bulk around the world including wheat, maize, sorghum, barley and some legumes, are prohibited imports into Australia (except in circumstances where an import permit has been issued). AQIS has a risk management approach to the import of fertilisers. The level of risk of each consignment determines the inspection regime. The risk assessment is based on the entire operation.

AQIS acknowledges the stringent procedures and costs associated with the importation of bulk chemical fertiliser and endeavours to balance this with the risk based on scientific assessment. Our approach to this matter is in accordance with existing government policy requirements and has the general support of the broader range of industry stakeholders.

What does it involve?

1 Preliminary documentation prior to importation

An initial overseas fertiliser shipment assessment involves Australian Quarantine and Inspection Service (AQIS) in Canberra Office assessing documentation prior to fertiliser being shipped to Australia.

- a) Permit application to import quarantine material
- b) loadport assessment (manufacturers and suppliers)

a) Permit application to import quarantine material

There are a great number of products that are permitted entry into Australia if permission is obtained from the Australian Quarantine and Inspection Service (AQIS). The product types cover the wide range of goods that may be imported into Australia upon application. The importation of some products is, by law, subject to certain quarantine conditions and restrictions, while other products cannot be imported without a quarantine permit. The permit is issued by the director of Quarantine or their delegate. You should ensure that the application is submitted in respect of each product type and that the permit application is accompanied by the prescribed fee. AQIS requires the importer to hold a current permit to import quarantine material prior to importation of the product. Permit application form to import quarantine material can be found at www.aqis.gov.au/import/index.htm or at the quarantine office in your state.

b) Assessment of Loadport including Manufacturers and Suppliers

The risk assessment is based on the entire operation in question incorporating the loadport, suppliers, manufacturers, loading and storage facilities. The process for classifying a port will involve consideration of the information provided by industry in accordance with the details outlined below, the history of cargoes inspected from that port and any other information deemed relevant by AQIS. It is important to note that residues in trucks, rail wagons, barges, conveyors, etc in the exporting country can result in contamination of fertiliser. (See attachment 4) In consideration of a request for such classification, a final site visit by an AQIS officer is normally required.

(See attachment 5) Loadport assessment applications to be forwarded to Simon Mills Canberra Office for assessment (see attachment 7 or e-mail address simon.mills@aqis.gov.au).

In making an initial application for reduced risk to apply to a port, the following is required:

1. A site plan, particularly in relation to the wharf.
2. A list of types of fertiliser manufactured at the site.
3. A copy of the manufacturer's quality assurance and/or work procedures.
4. A copy of overseas surveyor's vessel inspection and cleaning procedures and/or quality assurance systems.
5. A flow chart identifying all movements of the fertiliser. It is important that all movements are included, commencing at the mine to the ship's hold. Steps should include and identify:
 - mine location (if appropriate)
 - manufacturing location

- storage facilities, including terminal storage bays, seaport terminals, etc
 - list of all commodities stored in the same storage facilities
 - cleaning process if any of storage facilities
 - storage facilities for other commodities nearby in the area
- methods of transporting fertiliser, eg barges, railway, trucks, conveyor systems, etc
 - all other commodities which are transported using the same transportation
 - all other commodities which are transported in the direct vicinity
 - cleaning process (if any) of transport
- loading facilities, eg ship belt conveyors, bottom dumpers, hoppers, grabs, front end loaders, conveyors and any other transfer equipment used
 - all other commodities which are loaded using the same facilities
 - cleaning process (if any)
 - all other commodities which are loaded in the direct vicinity of loading facilities

2 Final documentation for assessment on arrival of fertiliser

Once a permit is approved by AQIS each shipment would be assessed by the following documents. Documentation to be forward onto Simon Mills Canberra office.

a) Documentation

- cargoes previously carried
- previous voyages
- product profile
- bill of lading

b) Cargoes previously carried

The history of the vessel may also effect the level of inspection initiated by AQIS. If the vessel's prior six cargoes included agricultural products originating from Australia, a high level of inspection is not entailed unless the fertiliser itself originates from a "High Risk" loadport. AQIS requires documentation of the last six previous cargoes carried by the vessel. This is to assess if the vessel has carried any overseas agricultural products previously. AQIS has a list of actionable and non-actionable commodities. (See attachment 6)

c) Previous voyages

AQIS takes into consideration the previous cargoes carried by the vessel and will assign a high risk to the vessel based on these previous cargoes. If a vessel had been cleared for discharge in Australia and on its next voyage again carries fertiliser to Australia, AQIS will rate the vessel's risk component as reduced risk. However if the fertiliser is from a

high risk loadport the cargo will be classified as high risk.

d) Product Profile

In order for AQIS to gauge the risks associated with the importation of fertiliser, importers or their agents must provide AQIS with a product profile of each consignment at **least (5) working days** prior to its scheduled arrival. The importer may experience delays in discharge if the product profile is not supplied within five working days. (See attachment 3)

The information required in the profile includes:

- Vessel name
- Ports of Discharge
- Estimated Time of Arrival at each port
- Quantity of fertiliser to be discharged from each hold at each port
- Fertiliser Type
- Manufacturing Location
- Loading Location
- Copy of a Surveyor's Cleanliness Certificate
- Vessel's six prior cargoes, including load port, date and cargo.
- Bill of lading

e) Surveyor's cleanliness certificate

AQIS strongly recommends importers ensure that vessels be cleaned of residues of prior cargo particularly residues of quarantine concern. The measures undertaken by the importer in ensuring vessel cleanliness is a commercial decision and are clearly of benefit in reducing the risk of quarantine action by AQIS on arrival of the vessel.

f) Bill of lading

A bill of lading is required to show the loadport. The loadport is assessed as to whether it is a reduced risk loadport, which means it has dedicated loading berths or terminal.

If contamination is found

The condition for imported bulk fertiliser is for the product to be free of infestation and contamination, including live insects, seeds, soil and other plant or animal debris. If AQIS detects contamination during inspection the entire cargo will be ordered into quarantine and the matter is referred to the National Manager Border Programs for decision. Based on the information provided by the importer, AQIS will assess if the quarantine risk posed by the contamination can be addressed. The importer will be required to provide AQIS with an assessment of how the contamination may have arisen and proposals they may have to address the quarantine risk posed by that contamination.

Attachment 1

| Assessment Activity Checklist for Importers of Bulk Fertilisers in Ship's Hold | Comments | Completed |
|--|-----------------|------------------|
| Permit application to import quarantine material | | |
| <i>Product profile schedule information</i> | | |
| Vessel name | | |
| Ports of discharge | | |
| Estimated time of arrival | | |
| Quantity of fertiliser to be discharged from each hold at each port | | |
| Fertiliser type | | |
| Manufacturing location | | |
| Loading location | | |
| Copy of a Surveyor's cleanliness certificate | | |
| Vessel's six prior cargoes, including loadport, date and cargo | | |
| Bill of lading | | |
| <i>Assessment of Overseas loadports:</i> | | |
| Lodge initial application for reduced risk loadport | | |
| A site plan, particularly in relation to the wharf | | |
| A list of types of fertiliser manufactured at the site | | |
| A copy of the manufacturer's quality assurance and/or work procedures | | |
| A copy of overseas surveyor's vessel inspection and cleaning procedures and/or quality assurance systems | | |
| A flow chart identifying all movements of the fertiliser from mine to ship's hold | | |
| Storage including terminal storage, seaport terminals and cleaning processes | | |
| Methods of transport including barges, railway, trucks and conveyor systems | | |
| Loading facilities including ship belt conveyors, bottom dumpers, hoppers, grabs, front end loaders, conveyors and any other transfer equipment used | | |
| | | |
| <i>Final loadport Assessment (site visit)</i> See over page | | |

Deleted: Pre-shipment

| | | |
|--|--|--|
| <i>Final Loadport Assessment (site visit)</i> | | |
| Organise travel for AQIS Officer including airfares | | |
| Book accommodation. | | |
| Organise internal travel arrangements. | | |
| Letter required from importer notifying they will meet all costs associated with the inspection. | | |

Attachment 2

AQIS STATE SHIPPING SUPERVISOR AND CANBERRA OFFICE CONTACTS

| State | Contact | Telephone (BH) | Facsimile |
|--|--------------|---------------------------------------|---------------|
| Sth QLD- Brisbane | D Burgess | (07) 38608545 (0418) 710935 | (07) 38608550 |
| | S Rowland | (07) 32605910 (0419) 774851 | (07) 38605914 |
| Nth QLD - Cairns - Mackay - Townsville | M Love | (07) 40307820 | (07) 40359578 |
| | S Tognolini | (0418)757198 | (07) 49532309 |
| | G Hemsley | (07) 47222684 (07) 47222685 | (07) 47784796 |
| NSW - Sydney - Newcastle - Port Kembla | G Turner | (02) 93647336 | (02) 93647340 |
| | G Smith | (02) 49252557 (0407) 355103 | (02) 49252556 |
| | M Stannard | (02) 42744791 (0409) 609786 | (02) 52225811 |
| VIC - Melbourne - Geelong - Portland | R Noon | (03) 92466713 (0417) 550858 | (03) 92466843 |
| | V O'Loughlin | (03) 52225833 (0418) 475206 | (03) 52225811 |
| | | (03) 55233077 | |
| TAS - Hobart - Launceston - Burnie | M Long | (03) 62333032 | (03) 62346785 |
| | P Reid | (03) 63362174 | (03) 63362171 |
| | P Johnson | (03) 64346265 (0419) 352357 | (03) 64318471 |
| | | | |
| SA – Adelaide | P Richards | (08) 83059751 (0418) 826144 | (08) 83059823 |
| | A Triggs | (08) 83059753 (0418) 828265 | (08) 83059823 |
| | | | |
| WA - Perth | B McSweeney | (08) 93115308 (0403) 057179 | (08) 94552325 |
| NT - Darwin | B Gower | (08) 89818733 | (08) 89518112 |
| ACT - Canberra | R Salvage | (02) 62723034 (0417) 662371 | (02) 62725888 |
| | D Heinrich | (02) 62725523 (0417) 683084 | (02) 62725888 |
| | S Mills | (02) 62724467 | (02) 62725888 |

Attachment 3

AQIS PRODUCT PROFILE - FERTILISER IMPORTATION

VESSEL NAME: _____

CLEANLINESS AND BILL OF LADING CERTIFICATES:

YES:

NO:

(A COPY OF THE SURVEYOR'S CLEANLINESS CERTIFICATE AND BILL OF LADING MUST BE ATTACHED IF ANSWERED YES TO ABOVE.)

A LIST OF THE VESSEL'S SIX PRIOR CARGOES, INCLUDING ORIGIN AND DATE, MUST BE ATTACHED.

| PORT OF DISCHARGE | ETA | QUANTITY OF FERTILISER IN EACH HOLD | | | | | |
|--------------------------------|-----|-------------------------------------|--------|--------|--------|--------|--------|
| | | HOLD 1 | HOLD 2 | HOLD 3 | HOLD 4 | HOLD 5 | HOLD 6 |
| | | | | | | | |
| TOTAL QUANTITY: | | | | | | | |
| TYPE IN EACH HOLD: | | | | | | | |
| MANUFACTURING LOCATION: | | | | | | | |
| LOADING LOCATION: | | | | | | | |

NOTE: Please ensure the copy of the Surveyor's Cleanliness Certificate, Bill of Lading and the list of prior cargo is attache

Attachment 4**Fertiliser Importation Reduced Risk Loadport Classification**

Please note the following updated list of “reduced risk” loadports, effective 16 November 1998. Please note, specific suppliers and products have been identified for several ports.

| COMPANY | PORT | PRODUCT |
|--|--|---|
| 1. Jordan Phosphate Mining Co Ltd | Aqaba, Jordan | Di-Ammonia Phosphate (DAP) |
| 2. Arab Potash Co | Aqaba, Jordan | Potash |
| 3. Grupo Fertinal | Lazaro Cardenas, Mexico | Di-Ammonia Phosphate (DAP) Mono-Ammonia Phosphate (MAP) Triple Super Phosphate (GTSP) |
| 4. QAFCO | Mesaieed, Qatar | Granulated and Prilled Urea |
| 5. Cargill's | Tampa Bay, Florida USA | |
| 6. IMC Global | Rockport Tampa Bay, Florida USA | Granular Urea |
| 7. ABF/Mitco | Bintula Malaysia | Granular Urea |
| 8. - | Kenai Alaska | |
| 9. SABIC | King Fahd Industrial Port, Al Jubail, Saudi Arabia Berths 26-29 | Di-Ammonium Phosphate (DAP) NPK, Ammonia Urea |
| 10. Karnaphuli Fertiliser Company (KAFCO) | Bay of Bengal, Chittagong Bangladesh | Granular Urea |
| 11. Gulf Petrochemical Industries Co | Port of Sitra, Bahrain | Granular Urea |
| 12. Chengda | Port of Zhanjiang, China Cheng Da Sheds at Container Terminal No. 1 Terminal No. 3 | Rock Phosphate |
| 13. Agrium | Vancouver Wharves Limited, Port of Vancouver BerthNo.4 | Urea |

| | | |
|--|--|--|
| 14. Canpotex & Agrium | Port of Portland Oregon Bulk Terminal T5 | Canpotex Muriate of Potash (MOP) Urea |
| 15. Dead Sea Works Ltd Rotem Amfert Negev Limited | Eilat, Israel | Phosphate products Potash products |

Attachment 5

What will it cost?

Final site inspection by Quarantine Officer for Overseas Reduced Risk Loadport Classification for Bulk Chemical Fertiliser

The below costs are given as a guide only and are subject to variation.

AQIS has a strong preference for the inspection to be carried out on a continuous 7 hours 21 min per day, 5 days per week basis.

| Category | Description | Unit | Cost per unit |
|-----------------|--------------------------|------|---------------|
| Fee for Service | Daily Rate (week days) | day | \$ 605.00 |
| Fee for Service | Weekly Rate (5 day week) | week | \$ 2,107.00 |
| Fee for Service | Four Weekly Rate | 4wks | \$ 8,252.00 |

Work exceeding standard AQIS working hours will incur an overtime charge.

| Overtime charges | | | |
|------------------|----------------------------|---------|-----------|
| Overtime | Week Days continuous | 1/4hr | \$ 7.00 |
| Overtime | Weekdays Non-continuous | minimum | \$ 122.00 |
| Overtime | Weekends - minimum 3 hours | minimum | \$ 122.00 |
| Overtime | Weekends continuous | 1/4hr | \$ 7.00 |
| Overtime | Sunday - non continuous | minimum | \$ 150.00 |

| | | | | |
|----------|--|---------|----|--------|
| Overtime | Sunday -continuous | 1/4hr | \$ | 9.40 |
| Overtime | Double time & half - non cont (public holiday) | minimum | \$ | 188.00 |

Note: Continuous overtime rate applies where there is no break in inspection duties immediately following on from 7 hr 21 minutes per day of work. The non-continuous rate (minimum 3-hour call out) will apply where the officer has left work for the day and is subsequently required to return to work after the completion of 7 hours 21 min day.

3. Airfares including visa costs, airport taxes/duties and insurance. Travel is to be at Business class.
4. Accommodation Costs. Staying at 3 and ½ star accommodation or equivalent.
5. Transport to site of inspection.
6. Incidentals. This is an allowance for meals and other costs. This varies depending on the country where the inspection is to be completed.
7. Interpreter/representative if required.

After liaising with AQIS Canberra Office, a letter will be sent to outline the costs involved and the responsibilities of each party involved in the loadport assessment.

Attachment 6
COMMODITIES OF A QUARANTINE CONCERN

| | |
|----------------------------|---------------------------------------|
| NON ACTIONABLE COMMODITIES | ACTIONABLE COMMODITIES (HIGH RISK) |
|----------------------------|---------------------------------------|

| | |
|---|---|
| Alumina | Cereal Crops (eg Wheat, Barley, Oats, Maize, Sorghum) |
| Ash (soda, pot) | Leguminous Crops (eg beans, peas, soyabean) |
| Ballast Water (in hold) | Logs (bark covered) |
| Bauxite | Bark/bark chips |
| Cement products | Meals (dependent on origin) |
| Coal products | Oilseed Crops |
| Fertiliser | Rice |
| Ores (iron, maganese, nickel) | Woodchips |
| Oxides | Sand/washed |
| Petcoke | Soil |
| Pulp Logs (bleached and in bundles) | |
| Salt | |
| Sawn Timber (both green and kiln dried) | |
| Steel products | |
| Sugar | |

This list may not be complete as additional products may be added at a later date. Industries input in the development of the commodity list is encouraged to mitigate the quarantine risk

Disclaimer: *The information covered by this notice covers AQIS quarantine requirements only and is current on the date of transmission but may change without notice. Importers must satisfy quarantine concerns and comply with quarantine conditions applicable at the time of entry. The Commonwealth through AQIS is not liable for any costs arising from or associated with decisions to import based on conditions in or attached to this notification which are not current at time of importation.*

It is the importer's responsibility to be aware of and to ensure compliance with the requirements of all other regulatory and advisory bodies prior to and after importation. eg. Australian Customs Service, State Departments of Agriculture, Imported Foods Inspection Program, Therapeutic Goods Administration, National Registration Authority (for Agricultural and Veterinary Chemicals).

| | | | | |
|--|----------------------|--------------------------|---|--|
| Document Location J/ops/fert/work procedures | Author SPM | Import Operations |  | Portfolio: Fertiliser Importation Fertiliser 99/1337 |
|--|----------------------|--------------------------|---|--|

| | | | | | |
|------------------------------|-------------|--|-----------|------------|------------|
| Version 1.1 November 1999 | 25/11/99 | Information for importers for the assessment of bulk fertiliser shipments in ship's holds high and reduced risk. | SPM | BJ | DH |
| | | | | | |
| | | | | | |
| | | | | | |
| ISSUE/REV | DATE | REVISION DESCRIPTION | BY | CHK | APP |