Australian Government
Department of Agriculture, Water and the Environment

Approved arrangement

Biosecurity containment level 2 (BC2)

Conditions

Version 1.0

Cataloguing data

This publication (and any material sourced from it) should be attributed as: Department of Agriculture 2019, *Approved arrangement: Conditions for 5.2 biosecurity containment level 2* Canberra, October CC BY 4.0.

ISBN 978-1-76003-214-2

This publication is available at:

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Version control

Updates to this document will occur automatically on the department's website and the revision table below will list the amendments as they are approved.

Date	Version	Amendments	Approved by
18 Jan 2021	1.0	Final version	Caroline Gibson

Contents

Guide to using this document

This document sets out the conditions that must be met before the relevant Director will consider approval for the provision of biosecurity activities under section 406 of the *Biosecurity Act 2015*, otherwise known as an approved arrangement.

This document specifies the conditions to be met for the approval, operation and audit of this class of approved arrangement. Compliance with the conditions will be assessed by audit.

In the event of any inconsistency between these conditions and any Import Permit condition, the Import Permit condition applies. If the applicant chooses to use automatic language translation services in connection with this document, it is done so at the applicant's risk.

Unless specified otherwise, any references to 'the department' or 'departmental' means the Department of Agriculture, Water and the Environment. Any reference to contacting the department means contacting your closest regional office.

Further information on approved arrangements, department contact details and copies of relevant approved arrangement documentation is available on the department's website: awe.gov.au.

Definitions

Definitions are contained in the *BC2 Informative text*, the department's approved arrangements glossary and in the *Biosecurity Act 2015*. Other terminology can be found in the most recent edition of the Macquarie Dictionary.

Other documents

The *Approved Arrangements General Policies* should be read in conjunction with these conditions. They will assist in understanding and complying with the obligations and conditions for the establishment and operation of an approved arrangement.

Noncompliance guide

The noncompliance classification against each condition is provided as a guide only. If more than one noncompliance is listed against a condition, the actual noncompliance applied will correspond to the gravity of the issue. The non compliance recorded against any conditions remains at the discretion of the *biosecurity officer*.

Noncompliance classifications are detailed in the *Approved Arrangements General Policies*.

Audit by

This identifies the entity responsible for auditing the compliance of a particular condition. The entity is the department section, or third party assessor (TPA). The initial assessment of a particular condition maybe by the department, or by a TPA. Ongoing compliance will be by the department, however, the department may also require a TPA where changes to construction conditions, and associated procedures have occurred. Structural changes requiring TPA include refurbishment, and those to the containment boundary.

Generic and specific conditions

The generic conditions in Part 1 of this document could apply to all biosecurity containment, level 2 (BC2) approved arrangements. However, some conditions may not apply, for example, treatment conditions will not always apply as the approved arrangement may only utilise one or some of the approved treatments available. As a result, the other treatment options are not applicable to the approved arrangement.

1.1.1

The specific conditions (Parts 2-6) are additional conditions that apply to a particular type (microbiological, animal, aquatic, plant or invertebrate) of approved arrangement.

Key arrangement outcomes (KAOs)

Key arrangement outcomes are high level groupings of conditions. Each class condition for an approved arrangement is assigned a key arrangement outcome.

Table 1 List of KAOs including their purpose and description

KAO	Purpose	Description
Containment	Goods subject to biosecurity control are contained in a way that prevents them or any biosecurity risk material escaping into the environment.	• Generally applies to the approved arrangement site and where applicable biosecurity areas. • Prevent goods subject to biosecurity control and their contaminants from accidental or deliberate release or escape. • Both infrastructure and procedural practices for confining goods subject to biosecurity control within a defined space.
Isolation	Goods subject to biosecurity control are isolated from other goods in a manner that prevents cross-contamination or cross-infestation.	• Isolation must be maintained between goods subject to biosecurity control, and: • domestic goods • goods previously released from biosecurity control • goods for export • other consignments of goods subject to biosecurity control.
Security	Controls are in place that prevent unauthorised access to goods subject to biosecurity control.	• Both infrastructure (fences, locks, electronic monitoring) and procedural practices (training) to stop unauthorised people from accessing goods subject to biosecurity control. • Note: Unauthorised removal of goods subject to biosecurity control is considered to be a containment breach.
Identification	Goods subject to biosecurity control must be visually identifiable as such.	
Traceability	Goods that are or were subject to biosecurity control are linked to records of the origin and movement of the goods and the biosecurity activities carried out in relation to the goods.	
Hygiene	Approved arrangement sites are maintained in a state that minimises opportunity for and susceptibility to pest, weed and disease establishment and/or infestation.	
Movement	Goods subject to biosecurity control are only move beyond the approved arrangement site in accordance with departmental conditions and any required departmental authorisation.	

KAO	Purpose	Description
Release	Goods and their derivatives subject to biosecurity control are dealt with as such until they are formally released from biosecurity control, or they are exported or destroyed.	Release from biosecurity control includes release by a biosecurity participant subject to s162 *Biosecurity Act 2015* only if expressly provided for in the approved arrangement and in accordance with the conditions of the approved arrangement.
Awareness	People performing activities involving goods subject to biosecurity control have the knowledge and capability to carry out those activities in accordance with the conditions of the approved arrangement.	
Inspection	The approved arrangement has the equipment, facilities and processes that enable inspection of goods subject to biosecurity control.	Inspection may include the activity being undertaken by biosecurity officers, or in limited, and approved circumstances, a biosecurity industry participant.
Treatment	The biosecurity industry participant has the processes and/or equipment and facilities to perform treatments of goods subject to biosecurity control in accordance with the conditions of the approved arrangement.	Required treatments will be advised on import permits, directions, class conditions, non-standard conditions (variations), process management systems (PMS) and standard operating procedures (SOPs). Note: SOPs are only required in those classes where there is a specific condition for a SOP to be in place.
Arrangement compliance	The biosecurity industry participant is required to carry out biosecurity activities in accordance with the approved arrangement.	
Notification	The department is advised of any event or circumstance for which it has specified that notification must be provided.	Those events to be notified are advised on import permits, directions, class conditions, non-standard conditions (variations), PMS and SOPs. Note: SOPs are only required in those classes where there is a specific condition for a SOP to be in place.
Supporting functions	Procedures, facilities and equipment are in place for the biosecurity activities carried out under the approved arrangement.	

Objective

The objective of a biosecurity containment level 2 (BC2) approved arrangement is to ensure the secure handling, storage, processing, treatment, disposal (including destruction) and transport of goods subject to biosecurity.

Scope

Biosecurity containment level 2 conditions apply to approved arrangement sites housing biosecurity goods that pose a moderate biosecurity risk. A low to moderate economic impact would result to people, the community, or environment should the goods (including live organisms) escape and spread outside the approved arrangement site.

A BC2 approved arrangement will have one or more type classifications dependent on the nature of goods subject to biosecurity control and the permitted activities. Examples of the type classifications and typical goods and activities are listed in the table following.

Type Classification	Types of Goods and Activities
Microbiological	Type of goods and work classified Microbiological may include: a) soil and water samples for microbial or viral isolation b) cultures of microorganisms c) animal samples such as fluid, tissues, and swabs d) biological material for *in vivo* work in animals e) animal blood/tissue known or suspected to be infected with exotic pathogens (containment level assessed by the department on a case-by-case basis taking into account species, country of origin, and the pathogen/s concerned) f) tissue cultures (for example, live plant material kept in sealed tubes, Petri dishes or similar sealed devices) g) plant growth in sealed cabinets (chambers or rooms with seals on doors to BC2 standard) h) handling positive controls such as infected plant material or plant pathogens i) diagnostics such as PCR (Polymerase Chain Reaction) PCR, (Enzyme Linked Immunosorbent Assay) ELISA, or (Electron Microscopy) EM j) seed testing (for example, where seeds are not germinated or where seeds are milled by grinding, crushing, threshing).
Animal	Type of goods and work classified Animal may include: a) imported animals (including returning animals) held for a specific containment period b) imported animals (including returning animals) permanently held under biosecurity control c) approved *in vivo* studies with Australian or imported animals.

Type Classification	Types of Goods and Activities
Aquatic Organisms	Type of goods and work classified Aquatic may include: a) Activities with small species such as xenopus, zebrafish, snails, marine plankton, corals, starfish, jellyfish, or with larger animals such as crocodiles, alligators, sharks b) research on imported aquatic organisms infected with low to medium risk disease agents (parasites/pathogens) c) research with zebrafish involving live disease agents (pathogens) d) research involving isolating diseased aquatic organisms from healthy stock e) analysis of aquatic organisms.
Plant	Type of goods and work classified Plant may include: a) *in vivo* work with plants b) virus indexing c) maintaining herbaceous and woody indicators for active virus testing d) plant breeding.
Invertebrate	Type of goods and work classified Invertebrate may include: a) invertebrate breeding and long-term maintenance of colonies b) research and analysis of invertebrates and their interaction with hosts (plant animal or invertebrate), disease agents (parasites or pathogens) c) *in vivo* work such as infecting invertebrates with disease agents (for example, microorganisms such as fungi, bacteria or viruses) d) research on imported invertebrates infected with parasites (for example, terrestrial and semi-aquatic snails infected with schistosomes).

Note:

1. Assessments and the decision to direct an imported good to an approved arrangement site is made in accordance with policy and on a case-by-case basis. Multiple classification approval may be required. For example, *in vivo* work with animals may require both microbiological and animal containment approvals.

Informative text

The department has an *Informative text* document for biosecurity containment level 2 (BC2). This document is available on the *department*'s website**.** It provides a glossary of abbreviations and terminology and other material to assist in interpreting the BC2 conditions herein. The *Informative text* document is for information purposes only.

Part 1 Generic Conditions

Note:
Generic conditions (Tables 1 – 9 following) apply, where applicable, to all BC2 approved arrangement sites.

Table 1 Administrative conditions - generic

KAO	Condition	NCG	Audit by
	1.1 Compliance		
Arrangement compliance	1.1.1 Goods subject to biosecurity control must be maintained and processed in accordance with: a) the *Biosecurity Act 2015* and subordinate legislation b) Import Permit conditions c) directions given by the department d) the biosecurity import conditions database (BICON), and e) the conditions for the relevant approved arrangement class and type.	a) – e) Major/ Critical QPR Ref: 4522	AAG
Notification	1.1.2 The biosecurity industry participant must notify the department in writing as soon as practical and within 15 business days of any change in: a) persons in positions responsible for controlling, directing, enforcing or monitoring people performing activities associated with the approved arrangement b) biosecurity industry participant details, including, entity name, ABN or ACN, postal address, email address, or telephone number.	a) Major b) Minor QPR Ref: 3664	AAG
Notification	1.1.3 The biosecurity industry participant must notify the department in writing as soon as practical and within 15 business days of becoming aware of any change of status (not previously been notified to the department) of the biosecurity industry participants or their associates, relevant to the operation of the approved arrangement, in relation to any of the following matters: a) conviction of an offence or order to pay a pecuniary penalty under the *Biosecurity Act 2015*, *Quarantine Act 1908*, *Customs Act 1901*, the Criminal Code or the Crimes Act 1914 b) debt to the Commonwealth that is more than 28 days overdue under the *Biosecurity Act 2015, Quarantine Act 1908, Customs Act 1901, the Criminal Code or the Crimes Act 1914* c) refusal, involuntary suspension, involuntary revocation/cancelation or involuntary variation of an Import Permit, quarantine approved premises, compliance agreement or approved arrangement under the *Quarantine Act 1908* or the *Biosecurity Act 2015*.	a) – c)- Critical QPR Ref: 3012	AAG
Arrangement compliance	1.1.4 Biosecurity officers and department approved auditors must be provided with access to the approved arrangement site to perform the functions and exercise the powers conferred on them by the *Biosecurity Act 2015* or another law of the Commonwealth.	Critical QPR Ref: 3013	AAG
Arrangement compliance	1.1.5 The biosecurity industry participant must provide a biosecurity officer, or department approved auditor with requested amenities, assistance and required documents, records or other things relevant to audit an approved arrangement with the biosecurity industry participant. Note: Temporary office space may be required by biosecurity officers or department approved auditors.	Major / Critical QPR Ref: 4523	AAG
Arrangement compliance	1.1.6 Biosecurity officers and department approved auditors must be permitted to collect evidence of compliance and noncompliance with approved arrangement conditions through actions including the copying of documents and taking of photographs. Note: Copying or photography may be restricted where the goods are subject to other legislation [for example, Security Sensitive Biological Agents (SSBA)].	Major / Critical QPR Ref: 4524	AAG

KAO	Condition	NCG	Audit by
Arrangement compliance	1.1.7 A current contingency plan must be in place to manage unexpected events that threaten to compromise biosecurity containment at the approved arrangement site. Unexpected events include: a) appearance of pests or symptoms of disease b) structural damage (for example, due to storms) c) unauthorised removal of goods subject to biosecurity control d) spillages of goods subject to biosecurity control.	a) Major b) Major c) Major d) Major QPR Ref: 4525	AAG
Arrangement compliance	1.1.8 The biosecurity industry participant must: a) ensure compliance with all relevant conditions and procedures carried out in relation to goods subject to biosecurity control at the approved arrangement site b) ensure that its officers, employees, agents and contractors act consistently with, and ensure the proper performance of, the relevant conditions and procedures in relation to the goods subject to biosecurity control at the approved arrangement site, and c) assist the department with any investigation relating to compliance with the Act and subordinate legislation.	a) Major b) Major c) Major QPR Ref: 3746	AAG
Arrangement compliance	1.1.9 The biosecurity industry participant must ensure that all goods subject to its control, including: a) derived goods (such as, samples, cultures, spores, seeds, eggs, progeny, waste products) and b) non-controlled goods requiring biosecurity control after exposure to goods subject to biosecurity control remain under biosecurity control until: i. the goods are transferred to the control of another biosecurity industry participant, or ii. the goods are decontaminated, deactivated, disposed of (for example, deep buried, released to sewer), or destroyed, all by a department approved method. Note: Refer to Table 7, Biosecurity treatments.	a)Major/ Critical QPR Ref: 4526	AAG
Identification	1.1.10 If there is any doubt as to whether goods: a) are subject to biosecurity control b) remain subject to biosecurity control c) become subject to biosecurity control then the goods must be handled in accordance with requirements for goods subject to biosecurity control.	Major QPR Ref: 3011	AAG
Arrangement compliance	1.1.11 Before use as a BC2 approved arrangement site, the site must: a) be inspected by an approved third party assessor (TPA) directly engaged by the biosecurity industry participant b) have TPA certification for the BC2 approved arrangement site, and infrastructure submitted to the department c) have all containment features successfully tested, commissioned and the results documented d) have a department audit, and e) receive a Notice of Approval (NoA) from the department, and/or initial written approval. Notes: 1. The department may require re-inspection by a TPA, where the TPA certificate is more than 12 months old, at the delegate (approval) assessment stage. 2. Written approval to use the approved arrangement site can be requested, where an NoA has not yet been received, due, for example to probation audits needing to be finalised. 3. The *Informative text* has an overview flowchart (Figure 2), and indicative timing for an approved arrangement approval process.	a) Critical b) Critical c) Critical d) Critical e) Critical QPR Ref: 4527	AA/AAG

KAO	Condition	NCG	Audit by
Arrangement compliance	1.1.12 Containment features that must be tested, at commissioning/initial approval, and have the results documented (as applicable), include: a) functional systems such as access card and physical security systems b) an inward flow of air (where applicable to the BC2 type classification) c) all biosecurity treatment equipment (for example, steam or dry heat steriliser, gaseous decontamination chamber, digester) d) containment devices (for example, biological safety cabinet, cytotoxic cabinet, isolator) where used. Notes: 1. Inward airflow may be tested and verified using a smoke pencil or tissue at the gaps in a closed doorway. 2. A measurable pressure differential is not required for inward airflow. 3. Testing security systems should reveal any flaws in the processes or mechanisms, ensuring that functionality is as intended.	a) Major b) Major c) Major d) Major QPR Ref: 4528	TPA
Arrangement compliance	1.1.13 To retain site approval for BC2 containment, the following must be successfully tested and documented, within or at 12-month intervals: a) observe inward flow of air using a smoke pencil or tissue at a suitable closed doorway (where inward airflow is required) b) undertake performance testing for containment cabinets, and test and calibrate biosecurity treatment equipment c) verify that physical security systems are functioning. Testing and calibration must conform to the conditions in this document. Note: Testing security systems periodically should reveal any flaws in the processes or mechanisms, ensuring that functionality is, as intended. A security system audit should record this along with the audit date.	a) Major b) Major c) Major QPR Ref: 4529	TPA & AAG
Arrangement compliance	1.1.14 When solicited, unsolicited and/or substituted goods arrive at the approved arrangement site without a biosecurity direction, the biosecurity industry participant must, within 5 business days: a) refer to the Biosecurity Import Conditions database available on the *department*'s website to confirm the status of the goods, and b) if the goods are subject to biosecurity control, or if the biosecurity status of the goods is uncertain, contact the department (via the contacts available on the *department*'s website).	Major QPR Ref: 4530	AAG
	1.2. Approved arrangement notifications		
Arrangement compliance	1.2.1 The approved arrangement site suspension process must be invoked prior to any alterations where containment cannot be maintained. Note: Refer to the department's *General Policies,* and the informative text, Section 8 Notification of site changes.	Major/ Critical QPR Ref: 4532	AAG
Notification	1.2.2 The department must be notified in writing of: a) any proposed works that will compromise the approved arrangement site (for example, refitting works), and b) any fault or failure that compromises containment and cannot be immediately corrected via minor works. Notes: 1. Advice to the department should include any emergency action taken and the proposed response to the notified condition. 2. Refer to *Informative text,* Section 8 Notification of site changes.	a) Major b) Major QPR Ref: 4792	AAG
Notification	1.2.3 Information (verbal, electronic or hard copy) provided to the department must be accurate. Note: Civil, criminal and regulatory penalties apply to giving false or misleading information.	Major QPR Ref: 4793	AAG

KAO	Condition	NCG	Audit by
	1.3. Approved arrangement site works		
Containment	1.3.1 Prior to the commencement of works within, or to the approved arrangement site, goods subject to biosecurity held within the approved arrangement site must be: a) secured in primary containment in the storage area, or b) transferred to: i. another approved arrangement site, (co-located, or under direction/Permit) of the same type and level, or higher, or ii. where applicable a BC2 storage area, or c) disposed of using a method approved by the department.	Major QPR Ref: 4560	AAG
Treatment	1.3.2 Bench surfaces and equipment within the approved arrangement site, and used with goods subject to biosecurity, must be decontaminated with a department approved disinfectant between the last use of biosecurity material and commencement of the works.	Minor QPR Ref: 4839	AAG
Treatment	1.3.3 Prior to the commencement of work on services and/or infrastructure within the approved arrangement site, all surfaces, and the surrounding area, where the work is to be undertaken is to be decontaminated with a department approved disinfectant.	Minor QPR Ref: 4840	AAG
Containment	1.3.4 Unless approved by the department, for the duration of the period that work is occurring within, or to the approved arrangement site, no activity is permitted on goods subject to biosecurity control.	Major QPR Ref: 4561	AAG
Arrangement compliance	1.3.5 After completion of any works within the approved arrangement site, the biosecurity industry participant must: a) where applicable, undertake functional verifications, and/or calibration(s) of equipment/systems, and b) where required by the department be inspected or verified by a department approved third party assessor.	Major QPR Ref: 4531	TPA/AAG
	1.4. Work health and safety		
Supporting functions	1.4.1 Health and safety must be maintained at the approved arrangement site so that biosecurity officers can safely perform their duties. Note: Biosecurity officers are those persons defined in the *Biosecurity Act 2015*	Minor QPR Ref: 4810	AAG
Supporting functions	1.4.2 The biosecurity industry participant must advise the biosecurity officer of any safety issues, including issues that preclude or restrict access (for example, gaseous decontamination in progress, inadequate vaccination for agent in use). Note: Biosecurity officers are those persons defined in the *Biosecurity Act 2015*	Major QPR Ref: 4811	AAG
	1.5. Approved arrangement site access		
Supporting functions	1.5.1 The department must be provided with details of the business operating hours for the approved arrangement site.	Minor QPR Ref: 2326	AAG
Supporting functions	1.5.2 Access to the approved arrangement site must be through property owned, rented, or leased by the biosecurity industry participant.	Minor QPR Ref: 2036	AAG
Supporting functions	1.5.3 Access to the approved arrangement site must be via an all-weather road.	Minor QPR Ref: 2324	AAG

Table 2 Construction conditions - generic

KAO	Condition	NCG	Audit by
	2.1. General construction conditions		
Identification	2.1.1 Up-to-date approved arrangement site, and physical site building/architectural plan(s), that clearly identify and accurately represent all of the following must be provided to the department: <u>Identifying details</u> a) date of preparation and version number b) approved arrangement site reference, or once approved, approval number c) physical address of approved arrangement site and support areas. <u>Site Boundary</u> d) accurate and precise representation and measurement (within 5% or 1 metre, whichever is less) of the shape, location and dimensions of the approved arrangement site boundary <u>Entry/exit points</u> e) location of entry and exit points on the approved arrangement site and support areas <u>Roads</u> f) locations and names (if names exist) of the following roads: i. public roads immediately adjacent to the approved arrangement site, and ii. approved arrangement site access roads (public or private) <u>Significant site areas (</u>for example location of decontamination stations, steam steriliser, entry and exit storage locations of PPE) g) <u>where applicable, the location, size and shape of biosecurity areas</u> h) <u>the location of containment devices</u> (for example, containment cabinets, other primary containment devices, controlled environment chambers, IVC racks), decontamination station, and where applicable, treatment areas, or treatment appliances within the approved arrangement site that provides: i. accurate and precise measurements (within 5% or 1 metre, whichever is less) of the location of biosecurity areas and/or containment devices, the decontamination station, and where applicable treatment areas or treatment appliances in relation to distances from one or both of the following: – the approved arrangement *site boundary*, or – where applicable, entry and safety exits ii. accurate and precise dimensions (within 5% or 1 metre, whichever is less) of, where applicable, treatment and storage areas) <u>Areas used by other entities (where applicable)</u> i) the location of the boundary of any areas within the approved arrangement *site boundary* that are under the: i. occupancy or control, or ii. shared occupancy or control of any other entities (note that this includes subleasing arrangements). <u>Other locations</u> j) location of traffic zones for vehicles/machinery within the approved arrangement site k) location of emergency assembly areas l) location of first aid points m) location of car parking for biosecurity officers. Notes: 1. Multiple site building/architectural plan(s) with differing scales may be used to provide all of the above information. 2. Parking areas may be allocated immediately prior to an audit or inspection at the approved arrangement site.	a) Minor b) Minor c) Minor d) Major e) Minor f) Minor g) Minor h) Major i) Major j) Major k) Major l) Minor m)Minor QPR Ref: 4745	AAG

KAO	Condition	NCG	Audit by
Identification	2.1.2 Approved arrangement site, and physical site building/architectural plan(s) must be submitted to the department at aa.canberra@awe.gov.au at the following times: a) on application for: i. a new approved arrangement site ii. departmental approval for changes to the location of any part of the approved arrangement *site boundary*, where applicable, changes to the location of storage areas. iii. departmental approval for changes to the location of any part of the boundary of any areas within the approved arrangement *site boundary* that are under the: – occupancy or control, or – shared occupancy or control of any other entities (note that this includes subleasing arrangements). b) within 15 business days of a revision to the site or site building/architectural plan(s). The updated site building/architectural plan(s) must be provided to the department, via aa.canberra@awe.gov.au.	a) Major b) Minor QPR Ref: 4746	AAG
Notification	2.1.3 The department must be notified by email to aa.canberra@awe.gov.au of any proposed changes to any of the following: a) the location and/or construction of any part of the approved arrangement *site boundary* b) the location and/or construction of any part of the boundary of any areas within the approved arrangement *site boundary* that are under the: i. occupancy or control, or ii. shared occupancy or control of any other entities (note that this includes subleasing arrangements) c) the identity of any other entities that: i. occupy or control, or ii. share occupancy or control of any areas within the approved arrangement *site boundary* (note that this includes subleasing arrangements).	a) Major b) Minor c) Minor d) Minor QPR Ref: 4794	AAG
Identification	2.1.4 Departmental approval displayed on the site building/architectural plan(s) must be obtained prior to implementing any changes to any of the following: a) the location and/or construction of any part of the approved arrangement *site boundary* b) the location and/or construction of any part of the boundary of any areas within the approved arrangement *site boundary* that are under the: i. occupancy or control, or ii. shared occupancy or control of any other entities (note that this includes subleasing arrangements) c) the identity of any other entities that: i. occupy or control, or ii. share occupancy or control of any areas within the approved arrangement *site boundary* (note that this includes subleasing arrangements). Note: Departmental approval would include the date, name and signature of the biosecurity officer.	a) Major b) Minor c) Major d) Minor QPR Ref: 4747	AAG
Identification	2.1.5 The most recent department approved arrangement site building/architectural plan(s), displaying the departments approval must be: a) a minimum of A3 size, readable and legible, and b) available at audit, or at the request of a biosecurity officer.	a)Minor b)Minor QPR Ref: 4748	AAG
Identification	2.1.6 An up-to-date approved arrangement site organisation personnel list must be maintained, and identify the following: a) names of persons performing the following roles:	a)Minor b)Minor QPR Ref: 4749	AAG

KAO	Condition	NCG	Audit by
	i. approved arrangement manager ii. approved arrangement contact person(s) for the approved arrangement site iii. approved arrangement accredited/ authorised person(s) for the approved arrangement site. b) date of preparation and version number of the organisation list. Note: An up-to-date approved arrangement site chart/organisation chart with version number may be utilised in lieu of an approved arrangement site organisation list.		
Identification	2.1.7 The approved arrangement list, including the approved arrangement manager, contact person(s), and accredited/authorised person(s) for the approved arrangement site, must be readable and legible, and either be: a) prominently displayed at the entry to the approved arrangement site, or b) available at audit, or at the request of a biosecurity officer	a)Minor b)Minor QPR Ref: 4750	AAG
Identification	2.1.8 A sign showing the level of containment must be prominently displayed at each: a) entry to the approved arrangement site where goods subject to biosecurity control are held, stored, handled or grown b) entry to a biosecurity containment storage area located outside the approved arrangement site, and c) where applicable, any internal biosecurity area. Note: Refer to Signage in the *Informative text,* 10.1 Signage.	Minor QPR Ref: 4751	AAG
Isolation	2.1.9 An approved arrangement site must not be used as a thoroughfare, or the only access point to non-controlled/other areas. Notes: 1. Non-controlled/other areas may include storage, treatment, and/or office, and restrooms. 2. An airlock, or anteroom may be used for shared access to PC2 or other BC2 rooms via a corridor/head house space.	Minor QPR Ref: 4757	AAG
Isolation	2.1.10 A passenger or goods lift must: a) not form part of an approved arrangement site, and b) be separated from the approved arrangement site by a lift lobby, or other non BC2 occupancy. Note: A lift door may not be an access door to a required anteroom or airlock.	Major QPR Ref: 4758	TPA
Containment	2.1.11 The approved arrangement site must be fully confined by walls (with or without windows, or transparent sections), doors, floors, and a roof (with, or without ceilings). Notes: 1. Microbiological and animal approved arrangement sites may have ceilings. 2. Aquatic, plant or invertebrate approved arrangement sites may have roofs with, or without ceilings. 3. Auditor should verify that walls, doors, floors (includes stairs, where applicable) and ceiling/roof do not allow for goods subject to biosecurity control to escape or be harboured due to physical damage such as cracks, cuts, tears, gaps, fissures.	Critical/ Major QPR Ref: 4562	TPA/AAG
Containment	2.1.12 The floors and/or floor furnishings of the approved arrangement site must be: a) smooth b) impermeable to liquids c) cleanable, and d) resistant to common cleaning agents. Notes: 1. Trapped floor drains are permitted.	a) Major b) Major c) Major d) Minor QPR Ref: 4563	TPA

KAO	Condition	NCG	Audit by
Containment	2.1.13 The approved arrangement site must have floor coving that is: a) coved to walls and other fixed vertical surfaces, such as plinths, or b) there must be an impervious, cleanable joint between the floor and adjoining wall, or glazing frame. Note: Pencil coving may be used with glazing frames.	a) Major b) Major QPR Ref: 4564	TPA
Containment	2.1.14 The walls, windows and doors of the approved arrangement site must be: a) smooth b) cleanable with a liquid cleaning agent without absorption, and c) resistant to common cleaning agents.	a) Major b) Major c) Minor QPR Ref: 4565	TPA
Containment	2.1.15 The ceilings of the approved arrangement site must not absorb contaminants and be cleanable with a liquid cleaning agent without absorption. Notes: 1. Plant approved arrangement sites may not have ceilings. 2. Tiled ceilings are not permitted in animal, plant and invertebrate approved arrangement sites.	Major QPR Ref: 4566	TPA
Containment	2.1.16 Windows (where used) must be closed, sealed and locked unless they are screened as ventilation openings in animal, aquatic, plant or invertebrate approved arrangement sites only. Note: Ventilation openings are not applicable in microbiological approved arrangement sites.	Critical QPR Ref: 4567	TPA/AAG
Containment	2.1.17 Stairs within the approved arrangement site must meet BC2 construction conditions (for example, smooth, impermeable to liquids).	Major QPR Ref: 4568	TPA
Containment	2.1.18 An approved arrangement site must be designed, constructed and maintained to prevent infestation by vermin.	Major QPR Ref: 4569	TPA/AAG
Security	2.1.19 Access doors, and inner/outer anteroom approved arrangement site doors must be fitted with a mechanical or electrical device which ensure doors latch close. Notes: 1. Refer to the informative text (10.15 Self-closing doors) for suggested operating limits for self-closing doors. 2. Access doors excludes emergency access/egress doors. 3. Access doors used only with animals or motorised plant (for example forklift), may also be physically/manually latched closed. Self-closing mechanisms would still be utilised to the point of latching.	Minor QPR Ref: 4806	TPA/AAG
Containment	2.1.20 Structural joints in the approved arrangement site must: a) be impermeable b) be smooth c) where exposed, resist deterioration from commonly used cleaning agents and ultraviolet radiation.	Major QPR Ref: 4570	TPA
Containment	2.1.21 Where there are openings in floors, the seal or coving around these openings must prevent the penetration of liquids into the floor substrate.	Major QPR Ref: 4571	TPA

KAO	Condition	NCG	Audit by
Containment	2.1.22 Where access door seals are required, any perimeter gap (with the door closed) must not exceed the following: a) 5 mm maximum clearance in the bottom two corners, and b) 2mm maximum clearance between the seal and its seating surface at any other point around the door perimeter. Notes: 1. Reference to 'seals to BC2 standard' indicates that door seals must meet the conditions above. 2. Seals to BC2 standard are required for invertebrate control in approved arrangement sites for animal, aquatic, plant and invertebrate types. 3. The applicable conditions are listed in Parts 2-6 within this document.	Major QPR Ref: 4572	TPA
	2.2. Personal protective equipment storage		
Isolation	2.2.1 Suitable storage devices (for example, hooks for used gowns, flat storage for clean protective clothing or other personal protective equipment such as footwear, or footwear covers) that ensure separation of clean, used/reusable personal protective equipment, must be provided: a) within the approved arrangement site, near the exit, and at access points to toilet facilities within the containment boundary, or b) where there is animal or aquatic primary containment within the anteroom. Notes: 1. Storage for clean items may also be provided in an anteroom, or outside and adjacent to the approved arrangement site. 2. Where an anteroom is required it is desirable that it be segregated into clean and dirty zones. See *Informative text* illustrations (Attachment B, Containment Option Diagrams). 3. Provision for site footwear cleaning apparatus may be required in animal approved arrangement sites.	Critical QPR Ref: 4759	TPA/AAG
	2.3. Ventilation		
Containment	2.3.1 Air must not be recirculated or discharged into other internal rooms outside an approved arrangement site but may recirculate into a directly adjacent or integral PC2.	Major QPR Ref: 4573	TPA
Containment	2.3.2 Where air is recirculated in the approved arrangement site or in a combined BC2/PC2, the air must be filtered through a filter with a minimum performance rating of G4 to AS 1324.1. Notes: 1. This condition does not apply to a forced draft cooler in a BC2 cool or cold room. 2. For split air conditioner indoor units up to 8kW heat transfer rating, the manufacturer's standard air filter will be accepted in lieu of a G4 rated air filter. 3. The housing of heat transfer equipment within approved arrangement sites is generally undesirable. See *Informative text*, 10.21 Ventilation.	Major QPR Ref: 4574	TPA
Containment	2.3.3 Where mechanical seed processes (for example, grinding, milling, crushing, threshing) are undertaken in an, approved arrangement site: a) particulates must be captured by a localised enclosure and filtration system, or b) the enclosure return/exhaust air systems must have filtration to capture airborne particulates from the processing. Note: Screening such as 250 micron, maybe applied to localised systems to capture particulates, or HVAC systems may have filtration incorporated.	Major QPR Ref: 4575	TPA

KAO	Condition	NCG	Audit by
	2.4. Internal fixtures and furnishings		
Hygiene	2.4.1 Fittings, fixtures (services), and furnishings within the approved arrangement site (for example, ceiling lights, air ducts, utility pipes, cable/conduit trays, supports, hand rails, furniture) must be smooth and cleanable. Notes: 1. This does not apply to services outside the approved arrangement site (for example, above a ceiling forming the approved arrangement site containment boundary). 2. Auditor should verify that furnishings such as fabric chairs or stools are not present in the approved arrangement site.	Major QPR Ref: 4725	TPA/AAG
Containment	2.4.2 Work surfaces must: a) be cleanable b) be smooth c) be finished with a material that is impermeable to liquids d) be scratch-resistant e) have joints (including joints to other non-mobile surfaces) sealed. Notes: 1. The impermeable finish condition applies to all surfaces of a bench top, including edges, underside and cut-outs for items such as cable penetrations, sinks. 2. Non-permanent joints such as joints between work surfaces on mobile benches do not need to be sealed. However, the abutting edges need an impermeable finish. 3. Auditor should verify that there are no obvious scratches, cuts, unsealed joints in work surfaces.	a) Major b) Minor c) Major d) Minor e) Minor QPR Ref: 4576	TPA/AAG
Containment	2.4.3 Where sharps come into contact with goods subject to biosecurity control, the sharps must be collected and disposed of in containers that are clearly, legibly, and durably marked with the following information: a) the bio-hazard symbol, or where applicable, radioactive or cytotoxic symbols b) description of contents, such as 'sharps', 'infectious waste' c) capacity indicator.	a) Minor b) Major c) Major QPR Ref: 4577	AAG
Containment	2.4.4 Joinery framing, shelving, and cupboard doors must be: a) cleanable b) smooth c) finished with a material that is impermeable to liquids.	a) Minor b) Minor c) Major QPR Ref: 4578	TPA
Hygiene	2.4.5 Under-bench cupboards for approved arrangement sites must be supported off the floor (for example, on wheels, plinths, legs, glides or brackets). Notes: 1. Cupboards that are sealed to floors in existing approved arrangement sites, are acceptable. 2. Auditor should verify that there are no new additions of cupboards which are not supported off the floor.	Major QPR Ref: 4726	TPA/AAG
Hygiene	2.4.6 Engineering plant components (for example, condensing units) supporting equipment such as walk-in cool/cold rooms must be either: a) located outside the approved arrangement site, or b) located where there is easy access for cleaning (not in voids or other restricted spaces). Notes: 1. Location of forced draft coolers within cool rooms is an accepted practice. 2. Otherwise, where practical, engineering plant items should be located outside the approved arrangement site. 3. The need for service personnel to access approved arrangement sites for servicing plant items should be minimised.	Major QPR Ref: 4727	TPA

KAO	Condition	NCG	Audit by
Hygiene	2.4.7 Finned HVAC heat exchangers (excluding forced draft coolers for cool or cold rooms) located within the approved arrangement site must be protected by air filters of at least G4 rating to AS1324.1. Note: The manufacturer's standard panel filter is acceptable for the indoor unit of a split air conditioner rated up to 8kW heat transfer.	Major QPR Ref: 4728	TPA
	2.5. Reticulated Services		
Containment	2.5.1 The following services must be clearly and permanently labelled, or identified at accessible and visible locations, over their complete length: a) potable and non-potable water piping b) vacuum piping c) liquid waste piping from the approved arrangement site to a dedicated treatment plant or common sewer line.	a) Minor b) Minor c) Major QPR Ref: 4579	TPA
Containment	2.5.2 High hazard backflow prevention devices (RPZD or segregated header tanks) must be installed to isolate all non-potable water services within an approved arrangement site. Notes: 1. High hazard protection may be shared for multiple outlets within a single approved arrangement site or within a shared BC2 approved arrangement site and PC2 facility. 2. It is preferable to locate high hazard backflow prevention devices outside the approved arrangement site. This avoids the need for service personnel to access an approved arrangement site for periodic testing of the devices.	Major QPR Ref: 4580	TPA
Containment	2.5.3 Vacuum systems serving the biosecurity area, or approved arrangement site, must: a) incorporate a liquid disinfection trap or 0.2 micron hydrophobic membrane filter (accessible for replacement) at each service point, and b) have additional inline sub-micron filtration (minimum 99.99% arrestance efficiency for 0.3 micron particulates) on the suction side of the vacuum pump for all vacuum flow from the biosecurity area or approved arrangement site. Notes: 1. 0.2 micron hydrophobic membrane filters and fibre HEPA filters are acceptable for item (b) above. 2. Where vacuum systems are not used, points may be closed off with tamper proof plugs.	a) Major b) Major QPR Ref: 2581	TPA
Hygiene	2.5.4 Interceptor vessels must be cleanable and capable of being decontaminated.	Minor QPR Ref: 4729	TPA
Containment	2.5.5 Waste disposal systems (for example, pipes, tanks and pumps) must be constructed of materials that are resistant to damage from the reticulated waste.	Major QPR Ref: 4582	TPA
Containment	2.5.6 Waste pipes exiting the approved arrangement site must segregate the site from areas not subject to biosecurity control or approved arrangement sites not of the same type and level, by a liquid filled waste trap (trapped drains). Notes: 1. This requires a liquid waste line that exits the approved arrangement site to have a liquid filled trap upstream of any connection to a drainage main or other drain line that is not part of the approved arrangement site. 2. Where liquid waste traps do not have sufficient inflow to permanently maintain the liquid seal, automated liquid charging via a supplementary timer-based system may be used. 3. Animal, aquatic, plant, and invertebrate approved arrangement sites may have 250 micron screening of waste fixtures in lieu of a liquid filled waste trap (trapped drain).	Major QPR Ref: 4583	TPA

KAO	Condition	NCG	Audit by
Containment	2.5.7 A mechanism to locally capture material must be installed in drains in locations where drainage inflow is likely to contain solids (for example, detritus, animal/plant refuse or other non-liquid material).	Critical QPR Ref: 4584	TPA
Containment	2.5.8 Soil traps, screens and other capture mechanisms for drainage systems must be accessible for removal of captured material, cleaning and disinfecting.	Major QPR Ref: 4585	TPA
	2.6. Storage and treatment rooms for BC2 goods subject to biosecurity control		
Containment	2.6.1 Biosecurity containment storage and/or treatment rooms located outside the approved arrangement site must be within the same physical site as the BC2 approved arrangement site. They must be physically secure and weather protected, with: a) lockable doors b) floors that are smooth, impermeable to liquids, coved to walls and any exposed plinths c) door, wall, window and ceiling surfaces that are smooth and impermeable to liquids d) cleanable internal fittings and furnishings (for example, ceiling lights, air ducts, utility pipes, cable trays) e) a hands-free decontamination station adjacent to the exit f) department approved disinfectants available for the clean-up of spills. Notes: 1. Auditor to verify that doors to these rooms can be locked to prevent loss of goods subject to biosecurity control. 2. Auditor to verify that walls, doors, floors (includes stairs, where applicable) and the ceiling surfaces do not allow for goods subject to biosecurity control to escape or be harboured due to physical damage such as cracks, cuts, tears, gaps, fissures.	a) Major b) Major c) Major d) Minor e) Major f) Minor QPR Ref: 4586	TPA/AAG
Containment	2.6.2 Openings in storage/treatment rooms (windows or natural ventilation openings) must be physically secured (locked closed, when unattended), and screened with fine mesh. Note: Fine mesh screening is not required for ventilated storage rooms where all BC2 goods are housed in ultra-low temperature (-80^{0}C and below) freezers.	Major QPR Ref: 4587	TPA
Containment	2.6.3 Fine mesh screens for openings must have a maximum aperture size of 250 micron and be stainless steel or if an alternative material is used, it must be approved by the department.	Major/ Critical QPR Ref: 4588	TPA
Containment	2.6.4 Storage units (such as compactus), shelving and associated fittings in biosecurity storage rooms must be: a) impermeable to liquids b) smooth c) cleanable.	a) Major b) Minor c) Major QPR Ref: 4589	TPA

KAO	Condition	NCG	Audit by
Containment	2.6.5 Holding enclosures for biosecurity waste material awaiting sterilisation, incineration, or movement off site for treatment must: a) be physically secure and protected from unauthorised access b) be segregated from other goods c) be cleanable and impervious to the waste being contained d) be vermin proof (for example, rodent proof) e) be labelled as 'Biosecurity Waste' or 'Biosecurity Waste Storage' f) provide protection from loss, spread or spillage of biosecurity waste, g) provide protection from escape into the environment of contaminated pests or pathogens, and h) be located at the same physical site as the BC2 approved arrangement site Note: Lockable steel mesh cages with biosecurity waste held in secure vermin proof containers will be acceptable where this provides an equivalent standard of biosecurity to items (a) – (c) above.	a) Major b) Minor c) Major d)Major e)Minor f) Major g) Major QPR Ref: 4590	TPA/AAG
	2.7. Containment cabinets (BSC, Cytotoxic Cabinet, Fume Cupboard used with goods subject to biosecurity control)		
Containment	2.7.1 Where Class l or ll BSCs, cytotoxic safety cabinets or fume cupboards are used with goods subject to biosecurity control, the front aperture must not be sited within: a) 1500 mm of the traffic corridor from a doorway (unless there are warning signs or other measures to prevent traffic movement) b) 1500 mm of an air supply diffuser (unless the supply air diffuser projects air away from the front aperture) c) 3000 mm of the aperture of an opposing safety cabinet or fume cupboard (unless airflow visualization tests, or inward air face velocity/work zone velocity, or other methods demonstrates that airflow is not affected). Note: Point b) bracket section, above includes situations where wall mounted air conditioning units are used, and the fins may need to be set to direct air away from the front aperture of the cabinet.	a) Major b) Major c) Major QPR Ref: 4591	TPA
Containment	2.7.2 Where Class l or ll BSCs, cytotoxic safety cabinets or fume cupboards are used with goods subject to biosecurity control, the side of the safety cabinet or fume cupboard must not be sited within 1000 mm of a doorway.	Major QPR Ref: 4592	TPA
Containment	2.7.3 A Class l biological safety cabinet or fume cupboard used with goods subject to biosecurity control must have an average inward air face velocity of at least 0.5 m/s. The measurement of face velocity must be undertaken with the room air distribution system in normal operation to ensure there is no disturbance to face velocity from room airflow.	Major QPR Ref: 4593	TPA
Containment	2.7.4 A cytotoxic cabinet or class ll biological safety cabinet must have an average laminar flow work zone velocity of 0.4 m/s – 0.45 m/s.	Major QPR Ref: 4594	TPA
Containment	2.7.5 The installation integrity testing for biological safety cabinets and cytotoxic cabinets must confirm that sub-micron test aerosol penetration of the HEPA filters does not exceed 0.01%.	Major QPR Ref: 4595	TPA

KAO	Condition	NCG	Audit by
Containment	2.7.6 Where a fume cupboard is used with disease agents (microorganisms) or other material subject to biosecurity control: a) the fume cupboard exhaust system must discharge to atmosphere and be fitted with an effective scrubber, and b) the scrubber liquid must be treated with a department approved disinfectant and the cupboard/scrubber run for at least 10 minutes after processing material subject to biosecurity control. Notes: 1. Fume cupboards should not be used for biosecurity goods unless there is an associated toxicity, flammability or radioactive risk that cannot be accommodated via a conventional or special purpose biological safety cabinet. See *Informative text*, 10.26 Fume cupboards. 2. Fume cupboards for radioactive risk may require an exhaust air filter. 3. Fume cupboards that are not used for material subject to biosecurity control are permitted in an approved arrangement site and are not subject to these conditions.	a) Major b) Major QPR Ref: 4596	TPA/AAG
Containment	2.7.7 When goods subject to biosecurity control are used in a centrifuge, the centrifuge must be fitted with rotors or buckets that are sealed to prevent the escape of goods including fine particulates or aerosols.	Minor QPR Ref: 4597	TPA
	2.8. Decontamination station		
Containment	2.8.1 A hands-free decontamination station must be provided: a) inside each approved arrangement site, adjacent to the exit(s), or b) in the anteroom, or c) in a BC2 compliant corridor directly connected to the approved arrangement site and adjacent to the exit(s), or d) in a PC2 facility (adjacent to the exit) that is directly connected to the approved arrangement site where personnel movement to and from the approved arrangement site is through the PC2 facility. Note: A BC2 compliant corridor is one that meet all BC2 construction conditions.	Major QPR Ref: 4598	TPA/AAG
Containment	2.8.2 Hands-free decontamination stations within biosecurity containment, storage and treatment rooms must each have: a) a basin with hands-free taps and hands-free dispenser for hand wash liquid or soap, or b) an alternative method of decontaminating hands (for example, a hand sanitiser using a hands-free dispenser fitted with an approved, antiseptic solution).	Major QPR Ref: 4599	TPA/AAG
Containment	2.8.3 Hand drying provision must be immediately adjacent to the hands-free decontamination station and include: a) automatic heated hand dryers rated as low velocity (below 10 m/s), or b) paper towels. Note: Hand sanitisers with volatile antiseptic solution normally do not require provision for hand drying.	Major QPR Ref: 4600	TPA
Containment	2.8.4 Department approved disinfectants must be available within biosecurity containment, storage and treatment rooms for the clean-up of spills.	Major QPR Ref: 4601	AAG
	2.9. Security arrangements		
Security	2.9.1 There must be measures in place (for example, swipe card, door locks) to control access to the approved arrangement site and related infrastructure (for example, storage and treatment areas), or the approved arrangement site, and related infrastructure must form part of a secured PC2 facility. Note: A secured PC2 facility/suite would be one that has measures in place to control access.	Major QPR Ref: 4807	TPA/AAG

Table 3 Management system - generic

KAO	Condition	NCG	Audit by
	3.1. Risk and incident management		
Notification	3.1.1 The department must be immediately notified of any reportable biosecurity incident, in accordance with the determination made by the Director of Biosecurity. Notes: 1. Reportable biosecurity incidents are defined following and in the federal register of legislation as the *Biosecurity (reportable biosecurity incidents) determination 2016*. Further information can also be found on the *department*'s website. 2. Refer to Informative text, 11.3 Immediate reporting to the department.	Critical QPR Ref: 4795	AAG
Notification	3.1.2 Reportable biosecurity incidents include: a) received goods subject to biosecurity control not as described on a manifest or Import Permit relating to the goods b) goods subject to biosecurity control received in a non-secure state c) goods subject to biosecurity control lost or stolen or accessed following a break-in d) goods subject to biosecurity control destroyed in circumstances other than in compliance with approved conditions or directions e) required biosecurity control measures not taken (including circumstances where it was not possible for the control measures to be taken) f) structural breach or failure of containment for biosecurity-controlled goods g) any emergency or catastrophic event (such as fire, storm, flood, accident) that disrupts the ability of the biosecurity industry participant to contain, store, treat, test, inspect or process goods subject to biosecurity control in accordance with the approved arrangement h) the detection of any breakdown in process, procedure, equipment or infrastructure that could have resulted in an uncontrolled release of goods subject to biosecurity control i) suspected or confirmed infection or contamination by disease or pest constituting a biosecurity risk j) pest infestation that presents a significant disease vector risk requiring immediate management action. k) unexpected animal or aquatic mortalities, or significant loss of plants, or an invertebrate colony. Notes: 1. An 'unexpected' animal death does not include an animal euthanised as part of a research program, or deaths within the expected mortality rate in a large cohort of animals. 2. A 'significant' loss of a plant or invertebrate colony is a loss sufficiently beyond expectation to raise a suspicion, for example of disease, pest infestation. 3. Accident includes a major spillage or unintended release of goods/waste subject to biosecurity control. 4. Major spillage and immediate reporting to the department are defined in the *Informative text*, 24.2 Terminology used in BC2 conditions, and 11.3 Immediate reporting to the department.	a) Major b) Major c) Critical d) Major e) Major/ Critical f) Critical g) Critical h)Major i) Major/ Critical j) Major/ Critical k) Major QPR Ref: 4796	AAG

KAO	Condition	NCG	Audit by
Notification	3.1.3 When reporting a biosecurity incident, the biosecurity industry participant must: a) describe the incident as accurately as practical b) assess the risks posed by the incident c) describe any emergency or recovery action taken to control the incident, and d) advise the department of any ongoing or preventative measures in response to the incident. Notes: 1. The biosecurity industry participant would be expected to undertake incident control actions including assessing the potential spread of goods subject to biosecurity control and how that can be contained, or limited. 2. Refer to the informative text and the biosecurity incident reporting form available on the *department*'s website.	a) Major b) Major c) Major d) Minor QPR Ref: 4797	AAG
Containment	3.1.4 When biosecurity containment is compromised, the biosecurity industry participant must: a) suspend operations b) limit access to the approved arrangement site to essential personnel c) where possible, clean and decontaminate, and d) contain the goods subject to biosecurity control. Note: In general, goods subject to biosecurity control should be housed or stored in primary containment such as sealed storage vessels or isolators while operations are suspended.	a) Major b) Major c) Major d) Major QPR Ref: 4602	AAG
Containment	3.1.5 When there is an unintended release of goods subject to biosecurity control within the approved arrangement site, the goods must be: a) confined and treated by a department approved method, and b) the spill or release site cleaned and disinfected using a department approved disinfectant.	Major QPR Ref: 4603	AAG
Containment	3.1.6 If goods/waste not subject to biosecurity control are exposed to, or contaminated by goods or waste subject to biosecurity control (both liquid and solid), then all goods/waste must be treated as being subject to biosecurity control.	Major QPR Ref: 4604	AAG
	3.2. Pest and disease control		
Hygiene	3.2.1 The biosecurity industry participant must manage the approved arrangement site to minimise the risk of pest (includes vermin) infestation, and/or disease establishment. Notes: 1. Control measures need to account for the exposure and vulnerability of the enclosure to ingress by vermin and the likely vermin species. 2. The biosecurity industry participant remains responsible for pest and disease control even where contractors are engaged to implement control measures. At a minimum this requires the biosecurity industry participant to implement, and keep associated records of a periodic inspection regime. 3. See *Informative text* (10.19 Vermin control) for possible vermin control measures.	Major QPR Ref: 4730	TPA/AAG
	3.3. Identification		
Identification	3.3.1 A system must be in place for all goods subject to biosecurity control, which: a) identifies and dates their arrival b) tracks the creation of direct/indirect derivatives c) tracks and controls the distribution of goods/derivatives d) enables clear reconciling of the goods to Import Permits, biosecurity directions, in-vivo approvals and other documentation such as shipper's declarations, treatment, processing, and e) is maintained and kept up to date.	Major/ Critical QPR Ref: 3182	AAG

KAO	Condition	NCG	Audit by
Identification	3.3.2 The identification system used for goods subject to biosecurity control must directly identify the goods, either: a) with the scientific, and where identified or used, the common name, or b) be a coded system, enabling reconciling of the goods to the scientific name, and where identified, or used the common name.	Major QPR Ref: 4752	AAG

Table 4 Work practices - generic

KAO	Condition	NCG	Audit by
	4.1. General practices		
Containment	4.1.1 Approved arrangement site doors must be closed when working on goods subject to biosecurity control.	Major QPR Ref: 4605	AAG
Containment	4.1.2 Where the approved arrangement site includes an anteroom, personnel must ensure that only a single anteroom door is open at any time, including, where applicable, when materials and equipment (for example, trolleys) pass through. Note: Only one door being open at any time does not apply where the enclosing room (for example for cabinets/chambers) forms the anteroom.	Major QPR Ref: 4606	TPA/AAG
Containment	4.1.3 The biosecurity industry participant must use a Class ll biological safety cabinet when undertaking activities (for example, *in vivo* work) where there is an aerosol risk.	Major QPR Ref: 4607	AAG
Containment	4.1.4 A containment cabinet or other primary containment device or equipment must not be used simultaneously with goods subject to biosecurity control and goods not subject to biosecurity control, unless the relevant goods not subject to biosecurity control are subsequently treated as goods subject to biosecurity control. Note: This condition does not apply to a microbiology laboratory where goods subject to biosecurity control may be segregated using dedicated work areas provided this method is effective and there is a very low risk of goods subject to biosecurity control being dispersed beyond the work area. See *Informative text*, 12.2 Segregation of goods.	Major QPR Ref: 4608	AAG
Containment	4.1.5 Equipment, appliances, tools or utensils in direct contact with goods subject to biosecurity control must be, at a minimum: a) decontaminated at the end of each work shift, or b) placed in sealed, and appropriately labelled, containers for later reuse or decontamination.	Major QPR Ref: 4609	AAG
Treatment	4.1.6 A department approved disinfectant must be used for decontamination of all equipment, appliances, tools or utensils in direct contact with goods subject to biosecurity control.	Major QPR Ref: 4841	AAG
Treatment	4.1.7 Paper towels or other disposable material used in cleaning associated with goods subject to biosecurity control must be disposed of as biosecurity waste. Note: Paper towels used for drying hands after decontamination at a hands free decontamination station may be treated as domestic (goods not subject to biosecurity control) waste.	Major QPR Ref: 4842	AAG
Hygiene	4.1.8 Contamination, dust or debris must not be allowed to accumulate within an approved arrangement site. Note: An accumulation of dust and debris is expected in primary containment sites.	Major QPR Ref: 4731	AAG

KAO	Condition	NCG	Audit by
Hygiene	4.1.9 Cleaning of, or access to, approved arrangement site infrastructure, or services must not occur when working on goods subject to biosecurity control. Notes: 1. 'Cleaning' in this context refers to a general housekeeping process. This condition does not preclude clean-up operations that are part of good practice in handling or processing goods subject to biosecurity control. 2. Access to services or infrastructure refers to service personnel who may need to enter an approved arrangement site to undertake general service, and maintenance activities for infrastructure, and/or equipment.	Major QPR Ref: 4732	AAG
Hygiene	4.1.10 Personal items such as food, drink, cigarettes, cosmetics, shavers must not be used, consumed, or brought into an approved arrangement site.	Minor QPR Ref: 4733	AAG
Treatment	4.1.11 Furniture and furnishings to be removed from an approved arrangement site must be inactivated, decontaminated, destroyed or disposed of by an approved biosecurity treatment. Note: Refer to the *Informative text* (15 Biosecurity Treatments) for examples of approved biosecurity treatments.	Major QPR Ref: 4843	AAG
Treatment	4.1.12 While goods are subject to biosecurity control, the biosecurity industry participant must dispose of any service or waste material (for example, faecal material, dead organisms, plant detritus, seeds, transport packaging, tissues, blood samples, imported water, exoskeletons, body parts, eggs) as biosecurity waste. Note: This condition includes related material used with the goods subject to biosecurity control that may no longer be required.	Major QPR Ref: 4844	AAG
Treatment	4.1.13 Drainage capture mechanisms (for example, soil traps, or a filter sock for growth chambers) for solids (detritus, plant and animal refuse, soil) must be: a) cleaned to prevent any solids outflow, and b) the solids captured and disposed of as biosecurity waste.	Major QPR Ref: 4845	AAG
Containment	4.1.14 Testing of an RPZD must occur after installation, maintenance or repair, and thereafter at 12 month intervals. Note: Test reports would normally contain details of the device, location, and building address, the test results, and date of test.	Major QPR Ref: 4610	AAG
	4.2. Cleaning support rooms/areas outside the approved arrangement site		
Treatment	4.2.1 Immediately following the examination or processing of goods subject to biosecurity control in a support room/area outside the approved arrangement site, the biosecurity industry participant must clean and decontaminate all contact areas where contamination could have been transferred from goods subject to biosecurity control. Notes: 1. This will apply for surgical procedures, veterinary treatment, scanning, and imaging undertaken in support rooms outside the approved arrangement site. 2. See various sections of the *Informative text* for greater detail.	Major/ Critical QPR Ref: 4846	AAG

KAO	Condition	NCG	Audit by
	4.3. Containment cabinets		
Treatment	4.3.1 The routine decontamination of a containment cabinet after work with goods subject to biosecurity control must conform to the following process: a) decontaminate equipment and materials to be removed from the cabinet, or alternatively, package items for separate storage or decontamination b) remove equipment and materials from the cabinet c) wipe down the interior surfaces of the work zone with a department approved disinfectant d) continue running the cabinet for a minimum of 5 minutes with no activity, before shutting down. Note: Equipment may be returned to the cabinet, following routine decontamination.	a) Major b) Major c) Major d) Minor QPR Ref: 4847	AAG
Treatment	4.3.2 Cleaning cloths/pads used to decontaminate containment cabinets must be disposed of as biosecurity waste.	Major QPR Ref: 4848	AAG
Treatment	4.3.3 Containment cabinets must be decontaminated prior to annual recertification, filter change or maintenance work.	Major/ Critical QPR Ref: 4849	AAG
Treatment	4.3.4 Gaseous decontamination must be utilised for the decontamination of biological safety cabinets and cytotoxic cabinets, as referenced in the preceding condition. Note: Gaseous decontaminants used need to be suitable for the application and efficacy verified. Refer to section 16 Gaseous decontamination of the *Informative text*.	Major QPR Ref: 4850	AAG
Treatment	4.3.5 A cabinet used with cytotoxic material and goods subject to biosecurity control must have an initial treatment to deactivate/remove cytotoxic material before gaseous decontamination. Note: See 'Cytotoxic cabinets – additional conditions'.	Major QPR Ref: 4851	AAG
Treatment	4.3.6 The decontamination of a fume cupboard used with goods subject to biosecurity control, must occur by: a) work zone cleaning and surface treatment with a department approved disinfectant, and/or b) gaseous decontamination. Note: Gaseous decontamination is permitted. However, it may be difficult to seal the fume cupboard chamber adequately for safe decontamination by a gaseous agent.	Major QPR Ref: 4852	AAG
Arrangement Compliance	4.3.7 Containment cabinets must have current test certificates, confirming that critical functions (for example, filter integrity, face velocity, and alarm system function) have been successfully tested within the previous 12 month period.	Major QPR Ref: 4533	AAG
Arrangement Compliance	4.3.8 The inspection and testing of containment cabinets must include: a) filter installation integrity (BSC Class I, II, cytotoxic) b) inward air velocity (BSC Class I, fume cupboard) c) air velocity and uniformity in work zone (BSC Class II and cytotoxic) d) containment at the aperture (BSC Class II and cytotoxic) e) work zone Integrity (BSC Class II and cytotoxic) f) alarm system function (BSC Class I, II, cytotoxic, fume cupboard). Notes: 1. For reference purposes, this document describes tests (a) – (f) as 'performance testing for containment cabinets'. 2. See *informative text*, 10.25 Performance testing of containment cabinets	a) Major b) Major c) Major d) Major e) Major f) Major QPR Ref: 4534	TPA/AAG

KAO	Condition	NCG	Audit by
Arrangement Compliance	4.3.9 Performance testing for containment cabinets must be conducted: a) on site prior to initial use b) after a significant mechanical or electrical repair c) after relocation of the cabinet d) after absolute (HEPA) filter replacement, and e) at least every 12 months. Note: See *Informative text*, 10.25 Performance testing for containment cabinets	a) Major b) Major c) Major d) Major e) Major QPR Ref: 4535	TPA/AAG
Treatment	4.3.10 Cabinet maintenance, HEPA filter replacement and/or testing must not occur unless the cabinet gaseous decontamination process is verified by indicators or process profiling. Note: See section 7.15 of this document, and *informative text*, 10.27 Decontamination of containment cabinets	Major QPR Ref: 4853	AAG
Arrangement Compliance	4.3.11 Containment cabinet (0.2 micron, hydrophobic membrane) vacuum filters must be replaced at least every 3 years and when the filter shows obvious contamination.	Major QPR Ref: 4537	AAG
	4.4. Cytotoxic cabinets – additional conditions		
Treatment	4.4.1 Cytotoxic cabinets used with goods subject to biosecurity control, must be decontaminated by gaseous decontamination after the deactivation of cytotoxic contamination and before re-certification, filter change or maintenance. Notes: 1. A cabinet used for handling cytotoxic material will need to have the cytotoxic contamination deactivated using a secure and safe procedure before re-certification, filter change or maintenance. 2. Refer to the *Informative text* (10.27 Decontamination of contamination cabinets) for the recommended procedure for deactivation of cytotoxic contamination.	Major QPR Ref: 4854	AAG
Treatment	4.4.2 When removed, cytotoxic cabinet sump filters must be sealed in a plastic bag, packaged and disposed of as cytotoxic chemical waste. Notes: 1. After the required gaseous decontamination for a cabinet used for goods subject to biosecurity control (see preceding condition), the pre-filter and HEPA filter will no longer require handling or treatment as biosecurity waste. 2. Refer to the *Informative text* (12.7 Sealing and safe removal of cytotoxic contaminated sump filter) for the recommended procedure for sealing and safe removal of the sump pre-filter and HEPA filter. 3. The safe disposal method for cytotoxic waste is high temperature incineration.	Major QPR Ref: 4855	AAG
Treatment	4.4.3 Cleaning waste must be sealed in a plastic bag and decontaminated by saturation with an approved disinfectant or by another department approved treatment. Note: If the waste contains viable cytotoxic material, it should then be disposed of as cytotoxic chemical waste.	Major QPR Ref: 4856	AAG
	4.5. Fume cupboards		
Arrangement Compliance	4.5.1 To ensure accurate measuring of airflow face velocity, all fume cupboards used for goods subject to biosecurity control must: a) have the face velocity measured with a thermal anemometer which has been calibrated using measuring equipment that has a current certificate of calibration issued by a body (for example, National Association of Testing Authorities) with third-party accreditation for conducting such calibrations b) have a calibration performed at 12 month (maximum) intervals.	a) Major b) Major QPR Ref: 4536	TPA/AAG

KAO	Condition	NCG	Audit by
	4.6. Biosecurity goods, equipment and material handling		
Treatment	4.6.1 The biosecurity industry participant must ensure decontamination of equipment or services, prior to its maintenance, servicing, or removal from the approved arrangement site.	Major QPR Ref: 4857	AAG
Containment	4.6.2 Goods subject to biosecurity control must remain in, or be placed in, primary storage devices when there is maintenance on secondary containment elements or other primary containment elements (for example, biological safety cabinets, approved arrangement site air handler).	Major/ Critical QPR Ref: 4611	AAG
Containment	4.6.3 Goods subject to biosecurity control must be held in primary containment devices or sealed primary containers (includes when in storage in biosecurity storage area/s) when work subject to biosecurity control is not being undertaken.	Major QPR Ref: 4612	AAG
Containment	4.6.4 Goods subject to biosecurity control held in unsealed containers such as storage cabinets, refrigerators or wheelie bins, must be in sealed bags or sealed containers within the unsealed storage device.	Major QPR Ref: 4613	AAG
Containment	4.6.5 Goods subject to biosecurity control must be handled only within the approved arrangement site, unless: a) they are being inactivated, disposed of, destroyed or transported by a department approved method b) they are temporarily removed to support rooms/areas for examination using specialised equipment (for example, MRI, CT scanners) where work or manipulation is not undertaken on the goods subject to biosecurity control, or c) they are temporarily removed to support rooms/areas for specialised processing (for example, a surgical procedure on a sedated animal) under controlled conditions that minimise the risk to biosecurity control of the goods. Notes: 1. Items (b) and (c) above, are not permissible for rodents that have not been cleared by initial health testing. 2. See the *Informative text* (12.5 Removal of biosecurity goods subject to biosecurity control from containment, and 14 Transport of Goods subject to biosecurity control) for further advice on the above.	a) Major b) Major c) Major QPR Ref: 4614	AAG
Containment	4.6.6 The following goods subject to biosecurity control must not be stored outside the approved arrangement site: a) live animals b) live aquatic organisms c) live plants, or d) live invertebrates.	Critical QPR Ref: 4615	AAG
Security	4.6.7 Storage, treatment or support rooms outside the approved arrangement site must have access limited to authorised personnel when goods subject to biosecurity control are present.	Major QPR Ref: 4808	AAG
Treatment	4.6.8 Filters used with goods subject to biosecurity control (for example, in equipment, containment cabinets, ventilation systems or services) and the contents of vacuum traps must be treated as biosecurity waste. Notes: 1. Gaseous decontamination is a department approved method for decontamination of air filters in containment cabinets. 2. After gaseous decontamination or other approved treatment, filters are no longer classed as biosecurity waste. 3. Filters include prefilters and HEPA filters.	Major QPR Ref: 4858	AAG

KAO	Condition	NCG	Audit by
Treatment	4.6.9 When the contents of a vacuum trap are removed for disposal, the trap must be decontaminated with a department approved disinfectant, or otherwise treated by a department approved method.	Major QPR Ref: 4859	AAG
	4.7. Personal protective equipment contamination control		
Containment	4.7.1 Personnel must wear, at least, the following personal protective equipment (PPE) when working on goods subject to biosecurity control within the approved arrangement site: a) gown or laboratory coat or overalls/coveralls b) gloves, and c) closed footwear (footwear which covers the toes and heels).	a) Major b) Major c) Major QPR Ref: 4616	AAG
Treatment	4.7.2 After personal protective equipment is used: a) disposable personal protective equipment (for example, gloves) must be disposed of as biosecurity waste b) reusable non-contaminated personal protective equipment must: I. be retained in the approved arrangement site between uses II. be segregated from unused personal protective equipment, and, for clothing III. be laundered at least every 3 months, unless protected from contamination by suitable storage or packaging. c) reusable contaminated personal protective equipment must be: I. cleaned with department approved disinfectants (for example, for eye and face protection and footwear) II. steam sterilised first, where laundered off-site (for example, gowns and laboratory coats) or III. disposed of via a department approved method. Notes: 1. Uncontaminated personal protective equipment does not require cleaning, however, periodic cleaning of dedicated approved arrangement site PPE should be undertaken to address risk. 2. Where laundering is undertaken on site, standard laundry detergent may be used. 3. Approved arrangement microbiological sites do not require dedicated footwear.	a) Major b) Major c) Major QPR Ref: 4860	AAG
Treatment	4.7.3 When contaminated personal protective equipment cannot be immediately cleaned it must be placed in dedicated containers for disposal or treatment.	Minor QPR Ref: 4861	AAG
Treatment	4.7.4 After the completion of work, or if contamination occurs in a containment cabinet, gloves, oversleeves and apron (when used) must be: a) disposed of as biosecurity waste (for example, gloves, oversleeves) or b) removed and, if contaminated, cleaned with department approved disinfectants or steam sterilised (for example, apron).	a) Major b) Major QPR Ref: 4862	AAG
Containment	4.7.5 Prior to leaving the approved arrangement site, and near the exit, all personnel must remove: a) personal protective equipment (for example, gown/laboratory coat/overalls/coveralls, gloves and if worn, other PPE), and b) where, as applicable, dedicated footwear, or footwear covers, and either: i. wash their hands at a hands-free decontamination station using water, and – antiseptic hand-wash, or – soap ii. disinfect their hands with a department approved hands-free antiseptic solution, or gel The process must follow a procedure designed to minimise contamination risks.	Major QPR Ref: 4617	AAG

KAO	Condition	NCG	Audit by
Hygiene	4.7.6 Where toilets are located within the approved arrangement site, gloves and protective garments (for example, apron, and gown) must be removed and hands washed prior to the use of the toilet facilities.	Minor QPR Ref: 4734	AAG
Containment	4.7.7 Dedicated approved arrangement site footwear and used shoe covers must not be removed from the approved arrangement site unless being treated or disposed of by a department approved method.	Major QPR Ref: 3335	AAG

Table 5 Approved arrangement personnel - generic

KAO	Condition	NCG	Audit by
	5.1. Training and competency		
Awareness	5.1.1 All personnel who have responsibilities for, or perform tasks, that may impact on goods subject to biosecurity control, must be able to demonstrate an understanding of department conditions related to their duties (for example, Import Permit conditions, Directions, Import Conditions – BICON, and approved arrangement site conditions).	Major QPR Ref: 3184	AAG
Awareness	5.1.2 Personnel who handle, process or manage goods subject to biosecurity control must have an understanding of biosecurity risks in relation to their duties and the general practice and specific procedures and protocols that they must follow to address such risks.	Major QPR Ref: 4559	AAG
Awareness	5.1.3 Site personnel having physical access to goods subject to biosecurity control must be able to differentiate between goods subject to biosecurity control and goods that are not subject to biosecurity control.	Major QPR Ref: 4347	AAG

Table 6 Transport of goods subject to biosecurity control - generic

KAO	Condition	NCG	Audit by
	6.1. General conditions		
Movement	6.1.1 The biosecurity industry participant must obtain department approval before moving goods (includes goods classed microbiological, live animals, live aquatic organisms, live whole plants, or live invertebrates) subject to biosecurity control to a non co-located approved arrangement site. Note: The *Informative text* (14.1 Movement of goods) lists movements of goods subject to biosecurity control that may be managed by the biosecurity industry participant without reference to the department.	Major/ Critical QPR Ref: 4780	AAG
Arrangement Compliance	6.1.2 The primary container/receptacle, and where applicable, secondary packaging of the goods subject to biosecurity control must be unpacked within the approved arrangement site. Notes: 1. Initial reconciliation for goods other than live animals may occur in a dedicated goods receival area. 2. The goods receivable area maybe outside the approved arrangement site. 3. The outer packaging may be removed in the receival area.	Major QPR Ref: 4538	AAG
Identification	6.1.3 All transported goods subject to biosecurity control must be labelled with identification details including contents and sender attached to the external surface of the package/container.	Major QPR Ref: 4753	AAG
	6.2. Movement to support rooms/areas or co-located approved arrangement site (at the one physical site)		
Movement	6.2.1 Goods subject to biosecurity control moved to support rooms/areas outside the approved arrangement site, or between co-located approved arrangement sites must be within (at least) a primary container/receptacle that is sealed, shatter proof, crush resistant and prevents the spillage, loss or escape of the goods subject to biosecurity control.	Major QPR Ref: 3243	AAG
Movement	6.2.2 Where biosecurity goods are transported for examination or processing in specialised support facilities (for example, movement of microscopic slides to specialised microscopy equipment): a) the goods must remain in (at least) primary containment unless being examined or processed b) the time outside the approved arrangement site/storage area must be minimised and not exceed 8 hours c) the examination or process time when goods are removed from primary containment must be minimised d) the examination or processing protocol must prevent dispersion of goods subject to biosecurity control, and e) surfaces that may be contaminated by direct or indirect contact with the goods subject to biosecurity control must be decontaminated before and after movement, examination or processing.	a) Major b) Major c) Major d) Major e) Major QPR Ref: 4781	AAG

KAO	Condition	NCG	Audit by
	6.3. Movement to non co-located approved arrangement site (not at the one physical site address)		
Movement	6.3.1 The movement of goods subject to biosecurity control to a non co-located approved arrangement site must be: a) accompanied by a copy of the goods reference (department entry or entry number or Import Permit or Import Permit number) and any consignment specific documentation required by the department b) in primary and secondary containment c) in a primary container/receptacle that is sealed, shatter proof and crush resistant d) in a manner that prevents the spillage, loss, dispersion or escape of goods subject to biosecurity control e) in a manner that prevents contact with goods not subject to biosecurity control f) in a manner that prevents contact with a different consignment or cohort of goods subject to biosecurity control.	a) Major b) Major c) Major d) Major e) Major f) Minor QPR Ref: 4782	AAG
	6.4. Sending goods subject to biosecurity control		
Movement	6.4.1 The following transport arrangements must be in place before sending goods subject to biosecurity control: a) the receiving site is an approved arrangement site of the appropriate class and type, (same type, and same or higher biosecurity containment level, unless there is specific commodity approval allowing movement to other type and level) b) there is confirmation of acceptance of the consignment from receiving personnel c) at or prior to shipment, receiving personnel are notified of the consignment detail, and d) identification and consignment details are attached to the external surface of the package/container or otherwise accompany the consignment. Note. Consignment details typically include: description, quantity, type, Import Permit or Import Permit number, relevant conditions for the commodity being moved, department movement forms (AIMS Entry, direction), completed shippers declaration, approved arrangement consigner site, date of dispatch.	a) Major b) Major c) Minor d) Major QPR Ref: 4783	AAG
Notification	6.4.2 The sending biosecurity industry participant must immediately inform the department if the consignment is reported as not being received by the receiving personnel.	Major QPR Ref: 3189	AAG
Arrangement compliance	6.4.3 The receiving approved arrangement site must be approved under the *Biosecurity Act 2015* and not be suspended.	Major QPR Ref: 4539	AAG
	6.5. Receiving goods subject to biosecurity control		
Arrangement compliance	6.5.1 On receipt of goods subject to biosecurity control, the biosecurity industry participant must ensure: a) the complete consignment (quantity, type), as covered in the shipment documents (includes Import Permit or Import Permit number and, if used, department movement forms) has been received b) there is no evidence of tampering with, or damage to, the consignment.	a) Major b) Major QPR Ref: 3191	AAG
Notification	6.5.2 The receiving biosecurity industry participant must immediately notify the department when becoming aware of the consignment being lost, incomplete or damaged in transit.	Major QPR Ref: 4962	AAG

KAO	Condition	NCG	Audit by
Arrangement compliance	6.5.3 If the approved arrangement site is suspended, the receiving biosecurity industry participant must return the goods subject to biosecurity control to the: a) sending site by the next business day, if the sending site is within Australia, or b) have the goods exported within 5 business days, or c) have the goods destroyed.	Major QPR Ref: 4540	AAG
	6.6. Transport of biological goods (not at the one physical site address)		
Arrangement compliance	6.6.1 Biological goods transported to a non co-located approved arrangement site will require containment (as applicable to the type of goods and mode of transport) in accordance with: a) department conditions (for example, Import Permit conditions) b) IATA Packaging Instruction 650, and c) UN Recommendations on the Transport of Dangerous Goods (Chapter 2.6, sub clause 2.6.3, Division 6.2).	Major QPR Ref: 3194	AAG
	6.7. Host materials for transport		
Treatment	6.7.1 Any host materials for transport (for example, primary containers, cages, bedding, water or soil) must be: a) secured in the receiving BC2 approved arrangement site b) treated by a department approved method, or c) disposed of as biosecurity waste. Note: Host material is material that would normally come in contact with the goods subject to biosecurity control during transport. It will include the primary containment and may include other support material such as food, water, bedding, soil.	a) Major b) Major c) Major QPR Ref: 4863	AAG
Treatment	6.7.2 If there is any evidence that secondary containment material has been contaminated in transport, it must be treated as host material subject to biosecurity control. Note: Secondary containment material would include the linings of a transport vehicle.	Major QPR Ref: 4864	AAG
	6.8. Biosecurity waste transport		
Arrangement compliance	6.8.1 The biosecurity industry participant must allow only a party approved by the department to collect and transport biosecurity waste from the approved arrangement site.	Major QPR Ref: 3221	AAG
Movement	6.8.2 Where waste treatment and disposal is undertaken by a department approved waste transport company, the biosecurity industry participant must ensure that: a) waste remains in secure storage areas/collection points at the approved arrangement site for collection by the approved transport company, and b) the waste transport contractor is informed that they are handling biosecurity waste and are aware of the required handling and disposal method.	a) Major b) Minor QPR Ref: 3222	AAG

Table 7 Biosecurity treatments - generic

KAO	Condition	NCG	Audit by
	7.1. Biosecurity treatments		
Treatment	7.1.1 Contaminated goods subject to biosecurity control must be treated by a department approved method before release from biosecurity control.	Major QPR Ref: 4865	AAG
Treatment	7.1.2 Unless otherwise approved, or required, in writing, by the department, all untreated liquid waste and liquid waste from disinfection (chemical) treatments must be discharged into a municipal sewer. Notes: 1. Chemically treated liquid waste includes wastewater from a fume cupboard scrubber. 2. Discharge to municipal sewers is permitted, though not mandatory, for liquids that have been successfully treated by department approved methods other than chemical treatment (for example heat treatment). 3. Import Permit conditions may specify specific disposal conditions. 4. The department may approve alternative treatment disposal methods for wastewater or liquid animal effluent where a municipal sewer is unavailable.	Major/ critical QPR Ref: 3195	TPA/AAG
Treatment	7.1.3 The following are department approved methods of inactivation, decontamination and/or disposal for release of goods from biosecurity control and/or the treatment of biosecurity waste: a) dry or moist heat sterilisation b) high temperature incineration (to irreducible ash) at an incineration site approved by the department (and either the Environmental Protection Agency (EPA), or equivalent, or a State/Territory/local government authority) c) disinfection using department approved disinfectant (for porous and non-porous items and items suitable for surface decontamination) d) hypochlorite treatment with subsequent disposal to sewer (for imported or culicidae [mosquito] larvae contaminated water) e) gaseous decontamination (for air filters, biological safety cabinets and other suitable loads) f) irradiation g) deep burial at a department approved location h) high temperature alkaline hydrolysis (for example animal carcasses) i) other methods approved by the department. Notes: 1. Department approved methods of inactivation, decontamination or disposal are collectively referenced as “biosecurity treatments”. 2. The Import Permit may specify specific biosecurity treatment conditions to be used instead of, or in addition to the approved methods above. 3. Disposal to municipal sewer is an approved method for disposal of imported and/or culicidae larvae contaminated water after chemical treatment and for other untreated BC2 liquid waste. 4. Used animal cages/bottles may have an approved treatment (for example, item (a) above) or an alternative treatment in accordance with the conditions set out in this document.	Major/ critical QPR Ref: 4866	TPA/AAG
Treatment	7.1.4 The biosecurity industry participant must immediately, on each occasion, decontaminate contaminated or potentially contaminated surfaces (for example work surfaces and wet areas) with a department approved disinfectant, following work involving goods subject to biosecurity control. Note: The Import Permit may specify treatment conditions.	Minor QPR Ref: 4867	AAG
Treatment	7.1.5 All waste filter media and material captured by filter media, strainers or screens must be treated as biosecurity waste.	Major QPR Ref: 3528	AAG

KAO	Condition	NCG	Audit by
Treatment	7.1.6 Treated biosecurity waste must not be recycled (used as fertiliser/pet food) unless approved by the department.	Major QPR Ref: 3199	AAG
	7.2 Contaminated or potentially contaminated liquid waste treatment		
Treatment	7.2.1 Imported water and water contaminated or potentially contaminated by culicidae (mosquito) larvae must be treated before disposal. Treatments include: a) pressure steam sterilisation (via a steam steriliser) b) heat sterilisation (batch or continuous flow) c) hypochlorite treatment with subsequent disposal to sewer d) a department approved method. Note: Refer to the relevant section within this document for specific conditions in relation to (a) – (c) above.	Major QPR Ref: 4868	AAG
Treatment	7.2.2 In locations where a municipal sewer is unavailable, any alternative liquid waste treatment and disposal methodology must be approved, in writing, by the department, before implementation. Notes: 1. Hypochlorite wastewater treatment and a specified (non-sewer) disposal method may be approved by the department on a case-by-case basis. 2. Sodium hydroxide liquid effluent treatment and a specified (non-sewer) disposal method may be approved by the department for BC2 animal approved arrangements on a case-by-case basis. 3. The biosecurity industry participant will need to demonstrate the efficacy of a proposed alternative liquid waste treatment and disposal method.	Major/ Critical QPR Ref: 4869	AAG
	7.3. Dry and moist heat sterilisation – validation		
Treatment	7.3.1 To ensure accurate measuring of physical parameters, all heat sterilisers at the approved arrangement site must: a) have temperature gauges or sensors and equipment (for example, thermocouples) calibrated (to the temperature being used) using measuring equipment that has a current certificate of calibration issued by a body with third-party accreditation for conducting such calibrations (for example, NATA) and b) have calibration performed at least every 12 months.	a) Major b) Major QPR Ref: 4870	TPA/AAG
Treatment	7.3.2 To ensure that the department approved temperature is met when undertaking dry or moist heat sterilisation, the biosecurity industry participant must correct or compensate for any calibration error or other error or uncertainty in the applicable temperature assessment.	Major QPR Ref:3205	AAG
Treatment	7.3.3 Steriliser cycles must be validated by either: a) individual cycle validation, or b) validated load profiling.	Major QPR Ref: 4871	AAG
Treatment	7.3.4 Individual steriliser cycle validation must comprise, either: a) cycle monitoring with demonstration that physical parameters (time/temperature) have been met, or b) demonstration of lethality by indicators.	Major QPR Ref: 4872	AAG

KAO	Condition	NCG	Audit by
Treatment	7.3.5 To monitor and demonstrate that physical steriliser cycle parameters have been met, the biosecurity industry participant must: a) log time and temperature details at required intervals, and b) confirm that the department approved time and temperature has been reached in both the coolest part of the chamber (commonly near the drain) and the densest part of the load (or at a single representative location within a bench top autoclave). Note: The biosecurity industry participant may confirm time/temperature parameters by examination of logs or by using the steriliser cycle monitoring features, where available.	a) Major b) Major QPR Ref: 4873	AAG
Treatment	7.3.6 Required (maximum) intervals for logging time and temperature are: a) 2 minutes for cycles up to 2 hours b) 5 minutes for cycles longer than 2 hours.	a) Major b) Major QPR Ref: 4874	TPA/AAG
Treatment	7.3.7 The recorded temperature must be the lowest reading from probes in the coolest part of the chamber and the densest part of the load.	Major QPR Ref: 4875	AAG
Treatment	7.3.8 To validate a steriliser cycle using indicators, the biosecurity industry participant must: a) use bacterial enzyme, biological or chemical indicators in both the coolest part of the steriliser and the densest part of the load (or at a single representative location within a bench top autoclave), and b) observe that all indicators confirm cycle lethality in accordance with the indicator manufacturer's instructions and with the conditions within this document. Note: Non-biological indicators must be suitable for validation purposes.	a) Major b) Major QPR Ref: 4876	AAG
Treatment	7.3.9 For validation of a steriliser cycle using load profiling, the biosecurity industry participant must, a) utilise standardised loading and steriliser cycle parameters that have been developed, validated and documented from prior load profiling tests, and b) record the load and load profile used for the cycle. Notes: 1. Individual cycle validation by time/temperature records or lethality indicators, as described in the foregoing conditions, is not required when a load profiled process is utilised. 2. Mock loads can be utilised to establish cycle parameters.	a) Major b) Major QPR Ref: 4877	AAG
Treatment	7.3.10 Where load profiled steriliser cycles are in use, at least every 2 years, the biosecurity industry participant must: a) confirm that the profiled processes are implemented as detailed in the load profiling test documentation, and b) verify the ongoing effectiveness of each load profiled cycle by undertaking a cycle, utilising the monitoring and indicator methods used to develop the profiled cycle(s).	a) Major b) Major QPR Ref: 4878	AAG
Treatment	7.3.11 Sterilisers must have the first cycle validated by physical parameters or lethality indicators after being repaired or serviced.	Major QPR Ref: 4879	AAG
	7.4. Moist heat sterilisation – physical parameters		
Treatment	7.4.1 For any moist heat sterilisation cycle to be considered complete and acceptable the minimum continuous holding times after attainment of temperature (set point when using physical parameters) must be: a) 15 minutes at 121 degrees Celsius or b) 3 minutes at 134 degrees Celsius.	Critical QPR Ref: 4880	AAG

KAO	Condition	NCG	Audit by
	7.5. Moist heat sterilisation – loading		
Treatment	7.5.1 The loading of moist heat sterilisers must ensure that: a) small articles such as test tubes or bottles are packed in open mesh baskets/similar containers or in autoclave bags b) screw caps on containers are loosened c) empty containers are placed on their sides in the chamber (for non-vacuum cycles).	a) Minor b) Major c) Minor QPR Ref: 3207	AAG
Treatment	7.5.2 When autoclave bags are used and the treated goods/waste subject to biosecurity control are not liquid, or a wetted porous load (the material is dry), the bags must: a) be cut or opened prior to loading b) have water added, or c) be tied with melting ties.	Major QPR Ref: 3208	AAG
Treatment	7.5.3 When a porous load such as clothing is processed, the biosecurity industry participant must: a) use a steriliser fitted with a pre-vacuum stage for air removal, or b) enclose the porous load in an autoclave bag, add water and remove air before sealing the autoclave bag.	Minor QPR Ref: 3209	AAG
	7.6. Moist heat sterilisation – vent filters		
Treatment	7.6.1 Where vent filters are fitted to a pressure steam steriliser, the filters must be: a) replaced within the manufacturer's recommended replacement interval, and b) if kept in service beyond 12 months, integrity tested at least every 12 months.	a) Minor b) Minor QPR Ref: 4881	AAG
Treatment	7.6.2 Where integrity testing of vent filters is undertaken, filters tested must have current test certificates, confirming that filter integrity, has been successfully tested within the previous 12 month period.	Minor QPR Ref: 4882	AAG
Treatment	7.6.3 Vent filters must be treated as biosecurity waste unless they are decontaminated as part of a steam sterilisation cycle prior to removal.	Minor QPR Ref: 4883	AAG
	7.7. Dry heat sterilisation – loading		
Treatment	7.7.1 Dry heat sterilisation loading for goods/waste subject to biosecurity control must ensure that: a) loads are arranged to allow air circulation b) any containers used enable heat conductivity.	a) Major b) Major QPR Ref: 3212	AAG
	7.8. Dry and moist heat sterilisation – stage time		
Treatment	7.8.1 The sterilisation stage time must commence when set point temperature is recorded by the sensor (for example, thermocouple, resistance temperature detector): a) in the coolest part of the chamber (normally the drain point) and the densest part of load for moist heat sterilisation, or b) in the densest part of the load for dry heat sterilisation, or c) at a single representative location within a bench top steriliser.	Major QPR Ref: 3213	AAG

KAO	Condition	NCG	Audit by
	7.9. Steriliser load profiling		
Treatment	7.9.1 Steriliser load profiling validation must include: a) developing a suitable standard loading configuration for each load profile, and b) determining the process and conditions required for sterilising each typical, profiled load, and c) monitoring sterilisation (time/temperature) conditions throughout the load or, alternatively d) utilising bacterial enzyme, biological or chemical indicators to assess lethality throughout the load, and e) validating the generic cycle using results from the chosen physical or biological monitoring method [(a), (b) and (c) or (a), (b) and (d) above], and f) demonstrating, by a minimum of three trials, that the intended sterilisation conditions will be consistently achieved.	a) Major b) Major c) Major d) Major e) Major f) Minor QPR Ref: 4884	AAG
Treatment	7.9.2 Revalidation of load profiling must be undertaken when there are any changes in loads, parameters or equipment.	Major QPR Ref: 4885	AAG
	7.10. Hypochlorite wastewater treatment		
Treatment	7.10.1 Hypochlorite water treatment must be approved in writing by the department and undertaken in accordance with the following batch process: a) filtration through a 100 micron mesh or filter immediately prior to the liquid entering the treatment tank, then b) testing to ensure a pH range between 5.0 and 7.0 (where the pH is not within this range, add acid or alkaline products and bring the effluent to within this range), then c) addition of sufficient hypochlorite to achieve 200 ppm free chlorine at the end of a 10 minutes agitation cycle, then d) mechanical agitation in an enclosed retention vessel for 10 minutes, then e) testing (after agitation) to confirm the free chlorine level is at least 200 ppm, then f) retention of water in the treatment tank for 1 hr following confirmation of concentration at minimum 200 ppm, then g) testing to confirm the free chlorine level is at least 5 ppm at the conclusion of the 1 hr retention period. Note: The above process may be automated and verified by: 1. undertaking process profiling to establish process parameters and test/confirm the process efficacy, and subsequently 2. monthly cycle monitoring by examination of recorded pH and free chlorine concentration to confirm they are within required limits over the process cycle.	a) Major b) Major c) Major d) Major e) Major f) Major g) Minor QPR Ref: 4886	AAG
Treatment	7.10.2 Hypochlorite must be used within either: a) an expiry time frame as specified by the manufacturer, or b) two years of the purchase date.	Minor QPR Ref: 3278	AAG

KAO	Condition	NCG	Audit by
	7.11. Sodium hydroxide animal effluent treatment		
Treatment	7.11.1 Where sodium hydroxide liquid waste treatment is approved in writing by the department, it must be undertaken in accordance with the following batch treatment process: a) filtration through a 100 micron mesh or filter, immediately prior to the liquid entering the treatment tank, then b) chemical addition to provide a concentration of at least 1 mole (40 grams per litre) of sodium hydroxide throughout the retention period, then c) maintenance of pH between 12-13 over the retention period, and d) mechanical agitation in an enclosed retention vessel for 7 hrs, then e) testing to confirm the pH is in range at the conclusion of the 7 hr retention period. Notes: 1. Sodium hydroxide treatment and a specified (non-sewer) disposal method may be approved as an alternative treatment for liquid effluent from a BC2 animal approved arrangement site that does not have access to a municipal sewer 2. The treatment may be automated and verified by: I. undertaking process profiling to establish parameters and test/confirm the efficacy, and subsequently II. monthly cycle monitoring by examination of recorded pH concentration to confirm it is within required limits over the process cycles.	a) Major b) Major c) Major d) Major e) Major QPR Ref: 4887	AAG
	7.12. High temperature alkaline hydrolysis digestion		
Treatment	7.12.1 Where high temperature alkaline hydrolysis digestion has been approved in writing by the department, cycles must be validated: a) by demonstrating that physical parameters (department approved temperature, pressure, pH and time) have been met for each load cycle, or b) using load profiling.	Major QPR Ref: 4888	AAG
Treatment	7.12.2 To ensure accurate measuring of physical parameters, the digester at the approved arrangement site must have: a) temperature and pressure instruments calibrated (to the temperature being used) using measuring equipment that has a current certificate of calibration issued by a body with third party accreditation for conducting such calibrations (for example, NATA), and b) calibration performed at least every 12 months.	a) Major b) Major QPR Ref: 4889	AAG
Treatment	7.12.3 For all alkaline hydrolysis cycles to be considered complete and acceptable the minimum physical parameters for treatment are: a) 150 degrees Celsius at b) 420 kPa (60 psi), with c) minimum pH 12, for d) 3 hours after attaining the minimum temperature, pressure and pH.	a) Major b) Major c) Major d) Major QPR Ref: 4890	AAG
Treatment	7.12.4 A minimum concentration of at least 1 mole (40 grams per litre) of sodium hydroxide or potassium hydroxide, either singly or in combination must be used with each alkaline hydrolysis cycle.	Major QPR Ref: 4891	AAG
Inspection	7.12.5 Alkaline hydrolysis treatment systems must be inspected at least monthly during operation for leaks from: a) pumps b) valves c) pressure relief devices d) sodium hydroxide or potassium hydroxide metering/dosing equipment (where applicable), and e) pipes and connections, where visible.	a) Minor b) Minor c) Minor d) Major e) Minor QPR Ref: 4755	AAG

KAO	Condition	NCG	Audit by
Containment	7.12.6 When leaks in any part of the alkaline hydrolysis system are detected they must be immediately repaired.	Minor QPR Ref: 4618	AAG
Containment	7.12.7 Digester vent filters must be inspected and replaced according to the manufacturer's recommendations, or at a maximum interval of 12 months. They must be treated as biosecurity waste unless they are decontaminated as part of the digester decontamination cycle prior to removal.	Major QPR Ref: 4619	AAG
Treatment	7.12.8 Alkaline hydrolysis digester load profiling validation must include: a) determining the process and conditions required for digesting each generic load (this requires consideration of the waste/goods properties including the weight, size and type of goods), and b) verifying that the intended digester conditions are being achieved (this requires logging the process temperature, pressure and pH over the intended duration), and c) lethality testing by: 1. examining the end product to confirm that it is fully decomposed, and 2. culturing samples from the end product and confirming their inactivation.	a) Major b) Major c) Major c,1) Major c,2) Major QPR Ref: 4892	AAG
Treatment	7.12.9 The alkaline hydrolysis load profiling test regime must be successfully repeated over three consecutive test cycles to confirm repeatability and validate the load profile.	Major QPR Ref: 4893	AAG
Treatment	7.12.10 Where there are any changes in parameters or equipment with alkaline hydrolysis digester load profiling, the biosecurity industry participant must undertake revalidation.	Major QPR Ref: 4894	AAG
	7.13. Gaseous decontamination		
Treatment	7.13.1 A gaseous decontamination process must be verified by either: a) The use and monitoring of biological or bacterial enzyme indicators for each gaseous decontamination process or alternatively, b) The use of a profiled gaseous decontamination process reproducing a standardised methodology that has been pre-tested, verified and documented.	a) Major b) Major QPR Ref: 4903	AAG
Treatment	7.13.2 For individual verification of a non-profiled gaseous decontamination process, biological or bacterial enzyme indicators for containment cabinets must be placed on the: a) rear wall of the work zone (BSC Class l, II, cytotoxic cabinet, fume cupboard) b) downstream guard of the exhaust HEPA filter (BSC Class l, ll and cytotoxic cabinet) Note: Indicators should verify efficacy for locations where decontaminant gas penetration is most challenging.	a) Major b) Major QPR Ref: 4904	AAG

KAO	Condition	NCG	Audit by
Treatment	7.13.3 Process profiling for the gaseous decontamination of containment cabinets must include: a) development of a standard cleaning, preparation and enclosure process b) ensuring a suitable and consistent concentration of gaseous decontaminant c) determining an appropriate gas/vapour concentration and exposure time to guarantee decontamination d) testing and verifying the standard methodology using biological or bacterial enzyme indicators, and e) documenting the process for implementation. Notes: 1. After validation, a process profile may be used for gaseous decontamination of containment cabinets without individual process verification by indicators. 2. One process profile may be undertaken for multiple cabinets of the same make and model in a single approved arrangement site, or for multiple approved arrangement sites at the one physical location.	a) Major b) Major c) Major d) Major e) Major QPR Ref: 4905	AAG
Treatment	7.13.4 In process profiling trials for a gaseous decontamination of containment cabinets, biological or bacterial enzyme indicators must be placed: a) on the work floor (Class l, ll, cytotoxic, fume cupboard) b) in the sump (Class ll and cytotoxic) c) on the rear wall of the work zone (Class l, II, cytotoxic, fume cupboard) d) on the downstream guard of the HEPA filter (Class l, ll and cytotoxic), and e) below the pre-filter screen (Class l).	a) Major b) Major c) Major d) Major e) Major QPR Ref: 4906	AAG
Treatment	7.13.5 A positive control (unexposed) indicator must: a) be used as part of the verification process, and b) the control indicator must be from the same batch as the test indicators used in the decontamination process.	Major QPR Ref: 4907	AAG
Treatment	7.13.6 Biological indicators used for verification of a gaseous decontamination process, or process profiling must be: a) selected to suit the decontamination agent and procedure b) cultured and incubated as recommended by the indicator manufacturer, and c) clearly indicate deactivation has occurred.	a) Major b) Major QPR Ref: 4908	AAG
Treatment	7.13.7 For verification of a gaseous decontamination process, using biological indicators, there must be no growth in any culture after 2 days incubation.	a) Major b) Major QPR Ref: 4909	AAG
Treatment	7.13.8 For verification of a gaseous decontamination process by bacterial enzyme indicators, all indicators must confirm cycle lethality in accordance with the indicator manufacturer's instructions.	a) Major b) Major QPR Ref: 4910	AAG
	7.14. Dunk tanks		
Treatment	7.14.1 Where dunk tanks are used, they must: a) be used with a department approved disinfectant (at the department approved/manufacturers concentration) b) have clear instructions, outlining the process to be followed (immerse the goods according to manufacturer's contact/exposure times) c) have the disinfectant solution refreshed as per manufacturer's instructions, or when concentration falls below a manufacturer's recommended strength, or at least every 12 months d) be drained and cleaned at least every 12 months, and e) have waste liquid disposed through the municipal sewer or other approved method. Note: Department approved disinfectants can be found on the *department*'s website.	a) Major b) Major c) Major d) Minor e) Major QPR Ref: 4911	AAG

KAO	Condition	NCG	Audit by
Treatment	7.14.2 Any material or equipment subject to biosecurity control that is removed from the approved arrangement site via a dunk tank must be immersed for an exposure time in accordance with manufacturers recommendations and ensure complete surface decontamination before removal.	Major QPR Ref: 4912	AAG
	7.15. Footbaths and disinfection mats		
Treatment	7.15.1 When footbaths or disinfectant mats are used (in aquatic, plant or invertebrate approved arrangement sites) they must: a) be out of direct sunlight and be protected from rain b) be large enough to allow a person to stand either with both feet in the solution, or on the mat c) contain/be a plastic synthetic bristle mat, sponge or have rubber fingers in the base, and d) (for footbaths) be maintained to a depth of, at least, 10mm above the bristle matt, fingers or sponge. Note: Disinfectant mats do not include tacky, or sticky type mats.	a) Major b) Major c) Major d) Major QPR Ref: 4913	AAG
Treatment	7.15.2 A footbath or disinfection mat station must: a) incorporate a method of pre cleaning footwear (for example, stiff brush) before the footwear is immersed in the disinfectant solution, and b) have clear instructions displayed, outlining the process to be followed and indicating the minimum contact time. Note: Refer to the *Informative text* (13.2 Footbaths and disinfection mats) for typical usage instructions and other considerations for footbaths.	a) Major b) Major QPR Ref: 4914	AAG
Treatment	7.15.3 Footbaths or disinfection mats must be: a) drained, cleaned (including the bristle mat, sponge or fingers) and the disinfectant solution refreshed when its concentration falls below the manufacturer's recommended strength or, b) if the concentration is not monitored, at least every four days. Note: Solid and liquid waste from footbaths is classed as inactivated waste	Major QPR Ref: 4915	AAG
Inspection	7.15.4 Footbath and disinfectant mat components must be checked monthly for visible signs of wear and tear, and components that are torn, worn down, perished, or where there are multiple rubber fingers broken, replaced.	Minor QPR Ref: 4756	AAG
	7.16. Biosecurity waste management		
Treatment	7.16.1 Waste subject to biosecurity control must not leave the control of the biosecurity industry participant unless it is: a) treated by a department approved method b) released from biosecurity control by the department c) transported for external treatment by a department approved transporter under a pre-approved arrangement, or d) transported to another approved arrangement site for treatment.	a) Major b) Major c) Major d) Major e) Major QPR Ref: 4916	AAG
Containment	7.16.2 Generated biosecurity waste must be stored in waste containment storage or treated and disposed of: a) during a work session or process, or b) at the completion of the session or process. Note: Refer to waste storage timelines in this document.	Major QPR Ref: 4621	AAG
Containment	7.16.3 Biosecurity waste containers must: a) be of a material that prevents leaks b) have a secure lid which can be retained firmly closed when not in use, and c) can, if required, be disinfected with a department approved disinfectant.	Major / Critical QPR Ref: 4622	AAG
Identification	7.16.4 Biosecurity waste containers must be labelled 'Biosecurity Waste'.	Minor QPR Ref: 4754	AAG

KAO	Condition	NCG	Audit by
	7.17. Biosecurity waste storage		
Containment	7.17.1 Where biosecurity waste is being stored at the approved arrangement and the waste cannot be treated or collected by a department approved transporter within: a) 21 days of non-perishable waste being generated, or b) 48 hours of perishable waste being generated (excluding (c) and goods specified in the notes below), or c) 90 days of plant and leaf litter (includes stems flowers, and pruning's) being generated, (if bagged and stored in lidded bins), the waste must be stored at 4 degrees Celsius or below until such time as treatment or collection occurs. Notes: 1. There is no duration limit for faecal material and dried milled soil if they are stored in sealed containers. 2. Fruits are perishable waste where being disposed. 3. See Part 3 for cold storage conditions and duration limits for animal carcasses. 4. See Part 4 for cold storage conditions and duration limits for aquatic organisms. 5. Import Permits may specify other time limits that take precedence.	a)Major b) Major c) Major QPR Ref: 4623	AAG
Containment	7.17.2 Where the biosecurity waste is stored at 4 degrees Celsius, or below, there must be: a) logging of the temperature at daily intervals or less, or b) an over temperature alarm installed.	Minor QPR Ref: 4624	AAG
Containment	7.17.3 Waste subject to biosecurity control must be treated, and/or disposed of within 48 hours of removal from cold storage.	Major QPR Ref: 4625	AAG
Containment	7.17.4 Unless otherwise specified in Import Permit conditions, biosecurity waste must not be stored at the approved arrangement site for longer than 12 months without departmental approval.	Minor QPR Ref: 2463	AAG
Containment	7.17.5 Sharps containers and/or waste receptacles (such as C64 containers) used for biosecurity waste must be: a) labelled as biosecurity waste, or their locations identified on the site plan, and b) sealed and locked prior to being moved to a waste transport collection point.	a)Minor b) Major QPR Ref: 4626	AAG

Table 8 Information management - generic

KAO	Condition	NCG	Audit by
	8.1. Approved arrangement site documentation		
Arrangement compliance	8.1.1 The biosecurity industry participant must permanently retain a complete record of the approved arrangement, approval documentation, including: a) third party assessor (TPA) certification b) test documentation for containment features of the approved arrangement site, for example, inward airflow, containment devices, RPZD (see Table 1 1.1 *Compliance)* c) the department's initial audit report, and a d) Notice of approval (NoA) from the department.	a) Major b) Minor c) Minor d) Minor QPR Ref: 4541	AAG
Arrangement compliance	8.1.2 The biosecurity industry participant must retain records of the following recurrent testing and calibrations: a) inward flow of air (where inward airflow is required) b) performance testing of containment cabinets c) biosecurity treatment equipment	Minor QPR Ref: 4542	AAG
	8.2. Records		
Traceability	8.2.1 Records must be retained for all goods subject to biosecurity control for a minimum of 24 months from the date of being treated or released.	Major QPR Ref: 3223	AAG
Traceability	8.2.2 All records must be made available to the department, within two business days, upon request.	Minor QPR Ref: 3944	AAG
Traceability	8.2.3 The biosecurity industry participant must maintain records of all activities related to biosecurity control, including records of: a) current holding of goods subject to biosecurity control (identified by scientific name and, where identified, or used, the common name) b) receipt and holding which includes, date of arrival, type (for example, species, plant scientific names) and total quantities (for example, kilograms, litres, numbers) of goods subject to biosecurity received c) location or part of approved arrangement site (for example, storage unit, animal house, plant greenhouse) where each item subject to biosecurity control is held/grown d) department Import Permit or Import Permit number and commodity relevant conditions e) department biosecurity directions (for example, entry and release directions) f) country of origin. Note: Approximate numbers or quantities will be acceptable (for example, 1 bag approx 100 seeds, 1 bag approximately 1 kg) where it is impractical to determine precise measures.	a) Major b) Major c) Major d) Minor e) Minor f) Minor QPR Ref: 3225	AAG
Traceability	8.2.4 Where approved, records must be maintained of any direct or indirect derivatives, (inclusive of breeding) from the original goods subject to biosecurity control, including: a) records of which source goods (species) subject to biosecurity control a good, substance or culture was derived from, and b) traceability to the applicable Import Permit, biosecurity direction (with entry number).	a) Major b) Major QPR Ref: 4812	AAG
Traceability	8.2.5 Records must remain current by being updated immediately following any procedure (for example, health examination, treatment, injection, surgery, and post-mortem) related to the biosecurity status of the goods.	Major QPR Ref: 4813	AAG

KAO	Condition	NCG	Audit by
	8.3. Transport records		
Traceability	8.3.1 Records for the transport/transfer of goods subject to biosecurity control from an approved arrangement site to another non co-located approved arrangement site must include: a) approval number (forwarded to or received from), type classification and containment level b) date of movement c) copy of biosecurity direction or direction number and/or Import Permit or Import Permit number and commodity relevant conditions d) type of good subject to biosecurity control (species/description for example, soil, water) and total quantities (for example, kilograms, litres), or total numbers e) notification of acceptance from the receiving approved arrangement site, and f) acknowledgement of the return of goods subject to biosecurity control when not accepted by the receiving site.	a) Major b) Major c) Major d) Major e)Minor f) Minor QPR Ref: 4814	AAG
Traceability	8.3.2 Records for the transport/transfer of goods subject to biosecurity control between co-located approved arrangement sites must include: a) name and type of approved arrangement site (forwarded to or received from) and containment level b) date of movement c) Import Permit or Import Permit number and commodity relevant conditions d) type of good subject to biosecurity control (species/description for example, soil, water) and total quantities (for example, kilograms, litres) or total numbers.	a) Minor b) Minor c) Minor d) Minor QPR Ref: 4815	AAG
Traceability	8.3.3 Biosecurity waste pickup records must include: a) quantity/volume/weight b) date and time of pickup c) waste collection company name d) vehicle registration number e) destination (for treatment/disposal) f) confirmation driver is aware waste is biosecurity waste, and g) name and signature of driver undertaking pickup of biosecurity waste.	Major / critical QPR Ref: 4816	AAG
Traceability	8.3.4 Where biosecurity goods are transported for examination or processing in specialised support facilities (for example, movement of microscopic slides to specialised microscopy equipment), records must include: a) description of goods (for example tag/microchip number for animals) b) quantity/volume/weight c) the time outside the approved arrangement site/storage area d) date of movement e) the examination or processing undertaken f) surfaces decontaminated and department approved disinfectant used.	a) Minor b) Minor c) Minor d) Minor e) Minor QPR Ref: 4817	AAG
	8.4. Treatment records		
	8.4.1. On-site treatment records (dry/moist heat sterilisation, incineration, digestion, gaseous fumigation)		
Traceability	8.4.1.1 The biosecurity industry participant must provide records of: a) traceability information of the contents of each load for goods subject to biosecurity control via permits, directions b) the treatment used c) any processing problems/malfunctions, times and durations of malfunctions, a description of the malfunction and the corrective action taken, and d) dates of the above.	a) Major b) Major c) Minor d) Minor QPR Ref: 3228	AAG

KAO	Condition	NCG	Audit by
	8.4.2. Additional steriliser records		
Traceability	8.4.2.1 Where there are sterilisers at the approved arrangement site and physical or lethality monitoring is undertaken, the biosecurity industry participant must provide records of: a) cycle monitoring, including temperature and duration, or b) lethality monitoring. Note: Records of monitoring needs to include the sensor/indicator positions within the load and time/temperature or lethality monitoring results.	Major QPR Ref: 4818	AAG
Traceability	8.4.2.2 For each steriliser cycle performed using a load profile, the biosecurity industry participant must provide records of the type of load and the load profile employed for sterilisation.	Major QPR Ref: 4819	AAG
Arrangement compliance	8.4.2.3 Where dry or moist heat sterilisers are used at the approved arrangement site the biosecurity industry participant must, on request, provide the department with a current certificate of calibration for the instrumentation (minimum temperature gauge or temperature sensor calibration) of each steriliser.	Major QPR Ref: 4543	AAG
Arrangement compliance	8.4.2.4 Where there are sterilisers at the approved arrangement site, and load profiling validation is used, the biosecurity industry participant must, on request, provide the department with validation test records for the load profiles in use. This must include a validation report detailing: a) equipment used for example, specific type of steriliser (make and model), data logger and probes including model and calibration certificate numbers b) time and temperature of each probe throughout the test process c) type of load validated and how the load was packed d) cycle description (for example, time, temperature, downward displacement, pre-vacuum) e) test results for example, lethality indicator assessment, time target temperature was reached, sterilisation end time, time sterilisation temperature achieved for, and minimum temperature during the cycle f) the date the validation test was performed.	a) Minor b) Minor c) Minor d) Minor e) Minor f) Minor QPR Ref: 4544	AAG
	8.4.3. Off-site treatment records (dry/moist heat sterilisation, incineration, deep burial)		
Traceability	8.4.3.1 Records for the offsite treatment of goods/waste/equipment subject to biosecurity control must include: a) collection date b) the source (for example, traceability information to the goods subject to biosecurity control by permit, direction) c) the nature/type and quantity – in volume, weight or total number d) the department approved waste transporter e) method of treatment (for example, dry or moist heat sterilisation, deep burial).	a) Major b) Major c) Major d) Major e) Major QPR Ref:3232	AAG
	8.5. High temperature alkaline hydrolysis digester records		
Traceability	8.5.1 Where there are alkaline hydrolysis digesters at the approved arrangement site, and physical parameter cycle monitoring is undertaken, the biosecurity industry participant must provide records of: a) temperature b) pressure c) pH d) duration after attaining minimum temperature, pressure and pH e) total cycle duration f) chemical(s) used and concentration	a) Minor b) Minor c) Minor d) Minor e) Minor f) Minor QPR Ref: 4820	AAG

KAO	Condition	NCG	Audit by
Arrangement compliance	8.5.2 Where alkaline hydrolysis digesters are used at the approved arrangement site the biosecurity industry participant must, on request, provide the department with a current certificate of calibration for each alkaline hydrolysis digester (temperature, pressure and pH sensor calibration).	Major QPR Ref: 4545	AAG
Traceability	8.5.3 Where load profiling validation is used for alkaline hydrolysis digesters, the biosecurity industry participant must, on request, provide the department with validation test records for each load profile in use. This must include a validation report detailing: a) equipment used for example, specific type of high temperature alkaline hydrolysis digester (make and model), data logger and probes including model and calibration certificate numbers: b) time, temperature, pressure and pH for the test process c) type of load validated (including weight) d) cycle and biological indicator sampling process for example, time, temperature, pressure, pH and sample regime e) test results for example, product description, lethality indicator assessment, time target temperature was reached, process end time, duration target temperature achieved, and minimum temperature/pressure during the process, and f) date the validation test was performed.	a) Minor b) Minor c) Minor d) Minor e) Minor f) Minor QPR Ref: 4821	AAG
	8.6. Chemical wastewater treatment records		
Traceability	8.6.1 Chemical (hypochlorite or sodium hydroxide) liquid waste treatment records for non-profiled batch treatments must include: a) date and times of testing (for example, times when testing of concentration is taken) b) initial pH of liquid waste c) pH adjustment (where required) i.e. initial pH and adjusted pH (after additional of acid or alkali) d) amount of chemical added e) pH (hydroxide treatment) or concentration of free chlorine (hypochlorite treatment) in retention tank after agitation f) amount of additional hypochlorite added (where required for hypochlorite treatment) g) concentration of free chlorine in treatment tank after further agitation (when additional hypochlorite added) h) pH (hydroxide treatment) or concentration of free chlorine (hypochlorite treatment) at the conclusion of the applicable retention period, and i) chemical date of manufacture or use by date.	a) Minor b) Minor c) Minor d) Minor e) Minor f) Minor g) Minor h) Minor i) Minor QPR Ref: 4822	AAG
Traceability	8.6.2 Where load profiling validation is used for chemical liquid waste treatment, the biosecurity industry participant must, on request, provide the department with validation test records for each process profile in use. This must include a validation report detailing: a) equipment used, data logger and probes including model and calibration certificate numbers b) pH/free chlorine concentration records (as applicable for the chemical treatment) c) type of load validated (including weight) d) cycle and biological indicator sampling process (for example, pH/free chlorine concentration and sample regime) e) test results, and f) date the validation test was performed.	a) Minor b) Minor c) Minor d) Minor e) Minor f) Minor QPR Ref: 4963	AAG

KAO	Condition	NCG	Audit by
	8.7. Gaseous decontamination records		
Traceability	8.7.1 Records for gaseous decontamination must include: a) item/s decontaminated b) decontaminant gas c) gas concentration parameters (target concentration) d) duration of exposure, and e) test results for verification indicators or profile reference, if process profiling is employed. Note: Refer to the *informative text*, 16.4 Gaseous decontamination process.	a) Minor b) Minor c) Minor d) Minor e) Minor QPR Ref: 4824	AAG
	8.8. Waste storage records		
Traceability	8.8.1 Where there is storage of waste subject to biosecurity control at ambient temperature within the specified time frames (set in 7.17.1, directions, or Import Permits), records must include: a) duration of storage (for example, date in and out), and b) the nature/type and approximate quantity – in volume, weight or total number.	a) Minor b) Minor QPR Ref: 4825	AAG
Traceability	8.8.2 Where there is storage of biosecurity waste at or below 4 degrees Celsius, the records must include: a) monitoring (for example, time and temperature) unless the cold room, refrigerator or freezer has an over-temperature alarm b) duration of storage (for example, date in and out), and c) the nature/type and quantity – in volume, weight or total number.	a) Minor b) Minor c) Minor QPR Ref: 4826	AAG
	8.9. Containment cabinet records		
Traceability	8.9.1 A test report for laminar flow cytotoxic and Class I or ll biosafety cabinets must include: a) model and date of test b) HEPA filter installation integrity (aerosol penetration for Class I, II and cytotoxic) c) inward air/face velocity (Class I) d) air velocity and uniformity in works zone (Class II and cytotoxic) e) work zone integrity (Class II and cytotoxic), and f) containment at the aperture (Class ll and cytotoxic).	a) Minor b) Minor c) Minor d) Minor e) Minor f) Minor QPR Ref: 4827	AAG
Arrangement compliance	8.9.2 Biological indicator spore testing records for decontamination of a biological safety cabinet must include: a) test date and time b) cabinet identifier c) pass/fail results of individual spore strips identifying their locations (include test and control indicators) d) biological indicators batch number. Note: Control indicators are not required for every biological safety cabinet within a room, or where the same type (make and model) of cabinet is used in multiple approved arrangement sites within the one physical site.	a) Minor b) Minor c) Minor d) Minor QPR Ref: 4546	AAG
	8.10. Fume cupboard records		
Arrangement compliance	8.10.1 The following must be provided for each cupboard used with goods subject to biosecurity control: a) a current test certificate (certifying acceptable annual testing) b) a current compliance test report which at a minimum includes date of test, model name/number and face velocity test results.	a) Minor b) Minor QPR Ref: 4547	AAG
	8.11. Pests control records		

KAO	Condition	NCG	Audit by
Traceability	8.11.1 Records of pest control measures must include: a) the inspection regime and its frequency b) incident control measures used, if pest activity is suspected, or identified c) where applicable the contractors name and address. Note: The operations of adjacent sites may need to be considered when determining pest control measures to be implemented.	Minor QPR Ref: 4828	AAG
	8.12. Site works records		
Arrangement compliance	8.12.1 Records must be retained of: a) disinfection of surfaces and equipment, including the date applied and the department approved chemical used b) functional verification(s), and/or calibration(s) of new equipment installed, including process, date and outcomes.	Minor QPR Ref: 4548	AAG
Arrangement compliance	8.12.2 On completion of works to, or within the approved arrangement site, the biosecurity industry participant must, prior to recommencement of work with goods subject to biosecurity control, provide to the department: a) written confirmation from the construction/project manager, or contractor(s) that works have been completed, and b) where required by the department, a third party assessor report. Note: Confirmation of completed works, or a third party assessor report can be submitted to aa.canberra@awe.gov.au.	Minor QPR Ref: 4549	AAG

Table 9 Approved arrangement site suspension, or revocation – generic

KAO	Condition	NCG	Audit by
	9.1. Notification of suspension, or revocation		
Release	9.1.1 The biosecurity industry participant must notify the department at the earliest practical timing, and at least 15 business days prior to suspension, or revocation of an existing approved arrangement site, and the approved arrangement site infrastructure. Notes: Suspension or revocation (permanent decommissioning) covered by this Table (9) is associated with events that include: 1. partial or full shutdown of an approved arrangement site and the associated infrastructure 2. major reconstruction or refurbishment of the approved arrangement approved arrangement site 3. permanent decommissioning of the approved arrangement site and associated infrastructure, or 4. other event specifically nominated by the department.	Major QPR Ref: 4803	AAG
	9.2. Biosecurity treatments (for suspension, or revocation (permanent decommissioning) – refer to *informative text*, 23 Decommissioning BC2 infrastructure)		
Treatment	9.2.1 Prior to revocation (decommissioning) of the approved arrangement site, and biosecurity containment infrastructure: a) all goods that are subject to biosecurity control and held in the approved arrangement site must be exported, transferred or treated by a department approved method b) all biosecurity waste must be treated by a department approved method c) infrastructure, services and equipment utilised for biosecurity control must be treated by a department approved method. Notes: 1. The treatment referenced is a department approved method of inactivation, decontamination, disposal or destruction. 2. Goods subject to biosecurity control includes plant material, food, waste, host material, or artificial media within the primary containment device. 3. An initial inspection of the approved arrangement site may assist in determining the cleaning and treatment program. Part of the treatment program may include the displaying of cleaning/decontamination signs.	Major QPR Ref: 4917	AAG
Treatment	9.2.2 The following interior surfaces must be disinfected with a department approved disinfectant: a) bench surfaces (including sides, undersides and framing) b) floor and wall surfaces c) ceiling surfaces, including impervious tile facings and tee bars for tiled ceilings d) exposed services (including taps, fittings, diffusers, grilles, conduit, lights, and terminal boxes). Note: Electrical services require isolation before treatment and checking for electrical safety before reconnection.	Major QPR Ref: 4918	AAG

KAO	Condition	NCG	Audit by
Treatment	9.2.3 The following building components must be removed and treated by a department approved method, excluding the use of disinfectant: a) ceiling tiles with damaged facing b) any unsealed thermal or acoustic insulation material that may have been exposed to goods subject to biosecurity control c) any other porous building materials that may have been exposed to goods subject to biosecurity control. Notes: 1. The preferred treatment method for the items described is disposal by incineration (where feasible) or deep burial. 2. Ceiling tiles that are not faced with impervious material may have some contamination, or absorption, and will then need to be treated.	Major QPR Ref: 4919	AAG
Treatment	9.2.4 Acoustic material that remains in fully sealed bags must be removed and treated by a department approved method if it has been exposed to goods subject to biosecurity control. Note. Disinfection of the bag exterior surface by a department approved disinfectant is acceptable, where the integrity of enclosing bags is confirmed by biosecurity industry participant inspection.	Major QPR Ref: 4920	AAG
Treatment	9.2.5 Mesh screens must be disinfected by a department approved disinfectant, then removed and washed clean.	Major QPR Ref: 4921	AAG
Treatment	9.2.6 Containment cabinets must have work zone cleaning and be treated by gaseous decontamination.	Major QPR Ref: 4922	AAG
Treatment	9.2.7 All filters used with goods subject to biosecurity control and the contents of vacuum traps must be treated as biosecurity waste.	Major QPR Ref: 4923	AAG
Treatment	9.2.8 All liquid waste traps, screens and strainers must be cleared and the contents treated as biosecurity waste.	Major QPR Ref: 4924	AAG
Treatment	9.2.9 Feed water and circulating water systems must be disinfected by a department approved disinfectant.	Major QPR Ref: 4925	AAG
Treatment	9.2.10 Liquid waste piping must be flushed with a department approved disinfectant solution.	Major QPR Ref: 4926	AAG
Treatment	9.2.11 Where dunk tanks or footbaths are decommissioned, the process must be as follows: a) remove and treat the device contents (including mats or brushes) as biosecurity waste b) fill the device with new department approved disinfectant for at least 24 hours, then c) drain and clean.	Major QPR Ref: 4927	AAG
Treatment	9.2.12 Where equipment and instrumentation used with goods subject to biosecurity control are decommissioned, they must have: a) partial, or complete dismantling and cleaning where practical (where there is provision for dismantling or where equipment manufacturers recommend dismantling for cleaning purposes) b) equipment surfaces disinfected with a department approved disinfectant c) liquid circuits flushed with a department approved disinfectant d) disposable components treated as biosecurity waste.	Major QPR Ref: 4928	AAG
Treatment	9.2.13 After removal of live contents, cages, isolators, tanks and other primary containment devices must have the residual contents and filters removed and treated as biosecurity waste, and the device treated by a department approved method.	Major QPR Ref: 4929	AAG

KAO	Condition	NCG	Audit by
Treatment	9.2.14 On completion of cleaning and treatment of the approved arrangement site, the biosecurity industry participant must thoroughly inspect the site for goods or material subject to biosecurity control. Note: Inspections for an invertebrate or plant approved arrangement sites should include removal of covers, or panels or other obstructions to ensure the approved arrangement site is free of invertebrates.	Major QPR Ref: 4930	AAG
Arrangement compliance	9.2.15 Immediately prior to a department close out inspection, and audit, all biosecurity signage must be removed from the approved arrangement site, and (if applicable) storage and/or other areas.	Major QPR Ref: 4550	AAG
	9.3. Suspension, or revocation (decommissioning) documentation		
Arrangement compliance	9.3.2 Treatment records for suspension, or revocation (decommissioning) must include: a) a list of all goods exported, transferred, or treated b) a log of all treatments applied, and the items/infrastructure treated c) a list of all items disposed	Minor QPR Ref: 4551	AAG
	9.4. Close-out inspection and audit		
Arrangement compliance	9.4.1 After completion of all the required biosecurity treatment for suspension or revocation (decommissioning), the biosecurity industry participant must notify the department and arrange for an inspection and audit of the biosecurity treatment process and records.	Major QPR Ref: 4552	AAG
Containment	9.4.2. The biosecurity industry participant must ensure that the infrastructure remains under biosecurity control and is not accessed for reuse or modification until the department completes close-out inspections and audits.	Major QPR Ref: 4627	AAG

Part 2 Specific Conditions - Microbiological Type

Notes:
1. These additional conditions (Tables 10 – 12) apply to microbiological type BC2 approved arrangement sites.
2. Class 5.2.1 conditions include both relevant part 1 generic conditions and these part 2 conditions.

Table 10 Construction – microbiological

KAO	Condition	NCG	Audit by
	10.1 Approved arrangement site		
Containment	10.1.1 Wall and floor surfaces in the approved arrangement site must be sealed (no gaps, fissures, apertures, penetrations or spaces around pipes, cables and other services where fluid could leak through). Note: *See informative text* 10.6 Standard of sealing.	Major QPR Ref: 4628	TPA
	10.2. Ventilation		
Containment	10.2.1 An inward flow of air must be maintained by forced extraction of approved arrangement site air when working on goods subject to biosecurity control or when goods subject to biosecurity control are exposed (not in secure storage) in the approved arrangement site.	Major QPR Ref: 4629	TPA/AAG
Containment	10.2.2 Where special service exhaust systems (for example, fume hoods/fume cupboards) are used to create an inward flow of air, these exhaust systems must be in constant operation. Note: Use of special service exhaust systems to create inward airflow is not recommended and will not be accepted for new or newly refurbished approved arrangement sites. It is desirable to have a dedicated inward airflow (exhaust) fan interlocked to run when the supply air system is energised.	Major QPR Ref: 4630	TPA
Containment	10.2.3 Where air is recirculated into a directly adjacent, or integral PC2, the PC2 must have an inward airflow.	Major QPR Ref: 4631	TPA
Containment	10.2.4 The air distribution system must not promote outflow through a door opening to the exterior of the approved arrangement site.	Major QPR Ref: 4632	TPA
Treatment	10.2.5 Where fabric ducts are used for supply air application they must: a) be removable b) be cleanable c) have anti-microbial properties, and d) diffuse air throughout the entire surface.	a) Minor b) Major c) Minor d) Major QPR Ref: 4931	TPA
	10.3. Microbiological work with whole live plants		
Arrangement compliance	10.3.1 Where a microbiological approved arrangement site accommodates plants, they must be held in plant growth chambers or plant growth cabinets. Otherwise, the approved arrangement site must meet the conditions for both microbiological and plant containment.	Critical QPR Ref: 4553	TPA/AAG
Containment	10.3.2 When using plant growth cabinets or chambers for plants subject to biosecurity control: a) openings in growth cabinets/chambers must be screened and the cabinet/chamber doors must have seals to BC2 standard, or b) the approved arrangement site must be sealed, all openings (except trapped wastes) screened and the room access door fitted with seals to BC2 standard. Notes: 1. If a microbiological approved arrangement site has tiled ceilings only, alternative (a) above is acceptable. 2. Sealing (b) of the approved arrangement site, excludes the use of tiled ceilings. 3. Where plants are fully sealed in primary containment devices (for example, tissue culture flasks) and are held within a plant growth cabinet/chamber, the alternative screening conditions (a) and (b) are not applicable.	a) Critical b) Major QPR Ref: 4633	TPA

KAO	Condition	NCG	Audit by
Containment	10.3.3 Screens covering openings must have a maximum aperture size of 250 micron and be stainless steel, or, if an alternative material is used, it must be approved by the department.	Critical QPR Ref: 4634	TPA
Containment	10.3.4 Where plant holding platforms are used within cabinets/chambers, these must: a) be made from impermeable materials b) be raised above the floor c) not be placed directly above one another, unless platforms are sealed and provided with catching trays d) be free of voids in structural members or, where voids are unavoidable, they must be either sealed or accessible and cleanable. Note: Auditor to verify the plant holding platforms (where used) are maintained to conditions b) and c), above.	a) Major b) Minor c) Major d) Major QPR Ref: 4635	TPA/AAG
	10.4. Potting room separate from the approved arrangement site (for plants subject to biosecurity control)		
Arrangement compliance	10.4.1 A potting up room separate from the approved arrangement site must be within the same physical site as the approved arrangement site. Note: Only initial potting of goods subject to biosecurity control (seeds only) in non-controlled pots and potting media is permitted in a potting room separate from the approved arrangement site.	Critical QPR Ref: 4554	TPA
Containment	10.4.2 The potting room must be fully confined within walls (with or without windows), doors, floors and ceilings or roofing. Note: Auditor should verify that walls, doors, floors (includes stairs, where applicable) and ceiling/roof do not allow for goods subject to biosecurity control to escape or be harboured due to physical damage such as cracks, cuts, tears, gaps, fissures.	Critical/ Major QPR Ref: 4636	TPA/AAG
Containment	10.4.3 Potting room doors and windows (where used) must be lockable.	Major QPR Ref: 4637	TPA/AAG
Containment	10.4.4 Floors of potting rooms must be: a) smooth b) cleanable, and c) impermeable to liquids.	a) Major b) Major c) Major QPR Ref: 4638	TPA
Containment	10.4.5 The walls, windows and doors of the potting room must be smooth and cleanable with a liquid cleaning agent without absorption.	Critical QPR Ref: 4639	TPA
Containment	10.4.6 The ceilings of the potting room must not absorb contaminants and be cleanable with a liquid cleaning agent without absorption. Note: This excludes the use of tiled ceilings.	Major QPR Ref: 4640	TPA
	10.5. Microbiological work with live animals		
Arrangement compliance	10.5.1 Live animals must not be held for more than 48 hours in a microbiological approved arrangement site that does not also meet the conditions for an animal approved arrangement. Notes: 1. Imported rodents subject to biosecurity control (have not been released following importation, due to testing requirements) may not be held in a microbiological approved arrangement site for any duration. 2. Other animals may be temporarily accommodated in a microbiological approved arrangement site for *in vivo* testing (only for the duration of the test procedure and not exceeding 48 hours). 3. The time limit restriction does not apply to approved arrangement sites with animal and microbiological approvals.	Major QPR Ref: 4555	AAG

KAO	Condition	NCG	Audit by
Containment	10.5.2 Where *in vivo* activities are conducted on live animals in a microbiological approved arrangement site that does not also meet the conditions for an animal approved arrangement (for example, *in vivo* work is conducted in a microbiological approved arrangement (laboratory) and the animals are then moved back to an animal containment approved arrangement) the animals must, at all times be: a) incapacitated or b) securely restrained or c) held in caging systems (for example, individually ventilated cages).	Major QPR Ref: 4641	AAG

Table 11 Work practices - microbiological

KAO	Condition	NCG	Audit by
	11.1. General practices		
Treatment	11.1.1 Any contamination on ceiling tiles or mounting frames must be immediately removed by cleaning and surface treatment with a department approved disinfectant. Note: The above includes where contaminated tiles/mounting frames are replaced.	Minor QPR Ref: 4932	AAG
Treatment	11.1.2 Approved arrangement site floors must be cleaned by: a) wet mopping b) dry mopping with a dust retaining mop, or c) vacuuming with a vacuum cleaner fitted with disposable bag and exhaust HEPA filter.	Minor QPR Ref: 4933	AAG
Treatment	11.1.3 When fabric ducts (used for the distribution of air within an approved arrangement site), are removed from the approved arrangement site for cleaning, they must, prior to removal: a) have all surfaces decontaminated with a department approved disinfectant, and b) be bagged and sealed for transport to the cleaning location.	Major QPR Ref: 4934	AAG
Treatment	11.1.4 Before disposing of fabric ducting (used for the distribution of air within an approved arrangement site), it must be treated by: a) steam sterilisation, or b) a department approved method.	Major QPR Ref: 4935	AAG
	11.2. Laboratories with plants		
Containment	11.2.1 While goods subject to biosecurity control are held in plant growth cabinets/chambers, the biosecurity industry participant must undertake potting activities: a) within the growth chamber (provided there is sufficient room to pot up with the chamber door/s closed), or b) in a Class I or Class ll biological safety cabinet in the approved arrangement site, or c) in a plant approved arrangement site, or d) in a potting room separate from the approved arrangement site with access doors closed (only for initial potting of plants subject to biosecurity control in non-controlled pots and media).	Major QPR Ref: 4642	AAG
Isolation	11.2.2 Potting of both non-biosecurity goods and goods subject to biosecurity control must not occur simultaneously in a potting facility (a) – (d) in the foregoing condition.	Major QPR Ref: 4760	AAG
Isolation	11.2.3 Where a separate potting room is used, it must be immediately cleaned with dedicated cleaning equipment, on each occasion, following work involving goods subject to biosecurity control.	Minor QPR Ref: 4761	AAG
Treatment	11.2.4 Any pot or potting media (soil/potting mix) used with goods subject to biosecurity control must be: a) treated by a department approved method before reuse as goods not subject to biosecurity, or b) disposed of as biosecurity waste.	Major QPR Ref: 4936	AAG

KAO	Condition	NCG	Audit by
	11.3. Horticultural practice		
Hygiene	11.3.1 The biosecurity industry participant must implement pest and disease control management practices for all plants within the plant growth cabinets/chambers, subject to biosecurity control, including: a) inspecting for unwanted pests or disease, at least once per week b) removing leaf litter/plant debris, at least once per week c) removing all spent plant material, at least fortnightly d) disinfection of growth cabinets/chambers, following removal of plants subject to biosecurity control and before being used for any other plants.	a) Major b) Minor c) Minor d) Major QPR Ref: 3315	AAG
Isolation	11.3.2 Unless there is department approval, multiple consignments of plants subject to biosecurity control must be segregated. Note: Department approval may include an Import Permit with a condition allowing the crossing of consignments.	Major QPR Ref: 4762	AAG
Notification	11.3.3 If invertebrates such as thrips, aphids, leaf hoppers, plant hoppers, white flies, mealy bugs, psyllids or mites are found and/or invertebrate damage is detected, the department must be contacted immediately and plants retained for inspection.	Major/ Critical QPR Ref: 3326	AAG
Arrangement compliance	11.3.4 Fungicides and pesticides must not be used without the department's prior approval. Note: Import Permits may specify or allow particular treatments.	Major QPR Ref: 4556	AAG
Hygiene	11.3.5 All plants subject to biosecurity control must be accessible for individual inspection, with: a) separation of plants to allow all foliage to be inspected, and b) any foliage from adjacent plants able to be readily deflected to one side to enable clearance for inspection Note: The foliage between adjacent plants may be touching provided the above conditions are met.	Major QPR Ref: 3327	AAG
	11.4. Animals held temporarily		
Notification	11.4.1 While animals are subject to biosecurity control, the biosecurity industry participant must notify the department if an animal is unexpectedly sick or dies when subject to biosecurity control.	Major QPR Ref: 4798	AAG
Isolation	11.4.2 The biosecurity industry participant must prevent the unauthorised movement of animals into or out of the approved arrangement site.	Major/ Critical QPR Ref: 3259	AAG
Isolation	11.4.3 Handling and support facilities (for example, for holding, imaging, and microscopy) for animals subject to biosecurity control must not be used simultaneously for animals not subject to biosecurity control.	Major QPR Ref: 4763	AAG
Containment	11.4.4 In addition to the personal protective equipment required when working on goods subject to biosecurity control, personnel must, when conducting post-mortem/examination use an apron, and other personal protective equipment as necessary to prevent contamination. Note: Other personal protective equipment may include eye or face protection.	Minor QPR Ref: 4643	AAG
Containment	11.4.5 At the completion of post-mortem/examination used spillage trays, containers or instruments must be disinfected with a department approved disinfectant.	Minor QPR Ref: 4957	AAG

Table 12 Information management - microbiological

KAO	Condition	NCG	Audit by
	12.2. Plant records		
Traceability	12.2.1 Additional records to be maintained for plants subject to biosecurity control include: a) pest and disease monitoring. This must include date, cabinet/chamber/room description, pest and disease observations, observation method and comments on plant/crop health and/or growth stage b) date and identifying information (for example, Biosecurity Direction, Permit Number) of plants c) treatments (excluding fertiliser application) such as foliar, basal, stem, or cut surface applications given, or samples taken for testing and the results, including time and date of the application d) calibration data for any sensors that are critical for containment purposes e) where traps are also used to assist with pest monitoring, the trap type.	a) Major b) Major c) Major d) Minor e) Major QPR Ref: 4829	AAG

Part 3 Specific Conditions - Animal Type

Notes:
1. These additional conditions (Tables 13 - 15) apply to animal type BC2 approved arrangement sites.
2. Class 5.2.2 conditions include both relevant Part 1 generic conditions and these Part 3 conditions.
3. These conditions apply to imported animals under biosecurity control and animals infected with an agent under biosecurity control

Table 13 Construction - animal

KAO	Condition	NCG	Audit by
	13.1. Approved arrangement site		
Containment	13.1.1 If animals can damage wall finishes by contact or by projecting material onto walls, the wall construction must be: a) impact and abrasion resistant, and b) impermeable to liquids. Note: Easily damaged wall sheeting, such as plasterboard, is not permitted where animals may contact or otherwise damage the wall surface.	a) Major b) Major QPR Ref: 4644	TPA
Containment	13.1.2 The ceilings of the approved arrangement site must be smooth. Note: Tiled ceilings are not permitted.	a) Major QPR Ref: 4645	TPA
Containment	13.1.3 Where the animal room itself forms the primary containment, an anteroom must be provided.	Critical QPR Ref: 4646	TPA
Containment	13.1.4 Each access door to the approved arrangement site (including inner and outer doors to any anteroom) must include a viewing panel or equivalent. Note: 1. See *Informative text* (10.16 Access door viewing panels) for equivalent provisions to a viewing panel. 2. The viewing panel condition is not applicable for doors accessing areas requiring privacy (such as change rooms) or light control.	Major QPR Ref: 4647	TPA
Containment	13.1.5 Where the approved arrangement site includes an anteroom, the outer door must have seals to BC2 standard. Note: The inner door of the anteroom is not required to have seals to this standard. However, it should be a close fitting door.	Critical QPR Ref: 4648	TPA
Containment	13.1.6 The approved arrangement site (excluding trapped drains, the normal access doors, and emergency access doors, unless as defined in the note below) must be sealed to 250 microns (no gaps, fissures, apertures, penetration clearances or air paths that exceed 250 microns in width). Notes: Emergency access doors need sealing to 250 micron if the door: 1. Provides egress from a primary containment room, or 2. opens to the exterior of the building or an area with uncontrolled access.	Critical QPR Ref: 4649	TPA
Containment	13.1.7 An emergency access door that does not provide egress from a primary containment room, or open to the exterior of the building, or an area with uncontrolled access must as a minimum have seals to BC2 standard.	Major QPR Ref: 4650	TPA
Containment	13.1.8 Any openings in the walls, ceiling or roof such as permanent or openable vents, air conditioning or ventilation inlets and outlets (including fume and other exhausts), must be fitted with a fine mesh screen with a maximum aperture of 250 microns.	Critical QPR Ref: 4651	TPA/AAG
Containment	13.1.9 The screened (250 micron) external surface area must be less than 20% of the approved arrangement site above floor level.	Major QPR Ref: 4652	TPA
Containment	13.1.10 Fume cupboard exhaust path screening must be accessible for inspection Note: This is best at the rear of the work chamber.	Major QPR Ref: 4653	TPA
Containment	13.1.11 Fine mesh screens must be stainless steel wire mesh or other department approved material.	Major QPR Ref: 4654	TPA
	13.2. Internal fixtures, furnishings and equipment		
Containment	13.2.1 Examination, or post-mortem tables must be impermeable to liquids.	Major QPR Ref: 4655	TPA

KAO	Condition	NCG	Audit by
Containment	13.2.2 To facilitate animal handling for examination, medication, sample collection and other procedures, there must be provision to restrain any accommodated animal. Notes: 1. Large animals may require a pen, crush, cradle or similar restraint. 2. Small animals (for example, rodents) may be restrained by hand. 3. An animal may be temporarily incapacitated as an alternative to employing a specialised restraint.	Major QPR Ref: 4656	TPA/AAG
Containment	13.2.3 Recirculating drinking water systems for animals must incorporate dedicated: a) backflow prevention (spring check valves are acceptable), or b) microfiltration.	Major QPR Ref: 4628	TPA
	13.3. Ventilation		
Containment	13.3.1 An inward flow of air must be maintained by forced extraction of approved arrangement site air when working on goods subject to biosecurity control or when goods subject to biosecurity control are exposed (not in secure storage) in the approved arrangement site.	Major QPR Ref: 4657	TPA/AAG
Containment	13.3.2 Where special service exhaust systems (for example, fume hoods/fume cupboards) are used to create an inward flow of air, these exhaust systems must be in constant operation. Note: Use of special exhaust systems to create inward airflow is not recommended and will not be accepted for new or newly refurbished approved arrangement sites. It is desirable to have a dedicated inward airflow (exhaust) fan interlocked to run when the supply air system is energised.	Major QPR Ref: 4658	TPA
Containment	13.3.3 Air must not be recirculated unless animals are kept in primary containment devices that are exhaust ventilated with exhaust airflow discharged to atmosphere either directly or via a capture hood.	Major QPR Ref: 4630	TPA
Containment	13.3.4 Where air is recirculated into a directly adjacent, or integral PC2, the PC2 must have an inward airflow.	Major QPR Ref: 4659	TPA
Containment	13.3.5 The air distribution system must not promote outflow through a door opening to an anteroom or the exterior of the approved arrangement site.	Major QPR Ref: 4660	TPA/AAG
	13.4. Animal cage/bottle preparation areas (applies to decanting/filling areas within the approved arrangement site and any washroom for untreated cages or bottles).		
Containment	13.4.1 The cage/bottle preparation area must be fully confined by walls (with or without windows, or transparent sections), door/s, floor, and ceiling. Note: Auditor should verify that walls, doors, floors, and ceiling do not allow for goods subject to biosecurity control to escape or be harboured due to physical damage such as cracks, cuts, tears, gaps, fissures.	Critical/ Major QPR Ref: 4661	TPA/AAG
Containment	13.4.2 Floors of cage/bottle preparation (for example cage decanting/washing/ filling) areas must be: a) smooth b) cleanable c) impermeable to liquids.	a) Major b) Major c) Major QPR Ref: 4662	TPA
Containment	13.4.3 The walls of the cage/bottle preparation area must be smooth and cleanable with a liquid cleaning agent without absorption.	Major QPR Ref: 4663	TPA
Containment	13.4.4 The ceilings of the cage/bottle preparation area must not absorb contaminants and be cleanable with a liquid cleaning agent without absorption.	Major QPR Ref: 4664	TPA

KAO	Condition	NCG	Audit by
Containment	13.4.5 Access doors to the cage/bottle preparation area must have seals to BC2 standard.	Major QPR Ref: 4665	TPA
Containment	13.4.6 If an animal room provides primary containment, used cage/bottle treatment must be in a separate room/s not accommodating animals.	Critical QPR Ref: 4666	TPA/AAG
Containment	13.4.7 Vents and air conditioning or ventilation inlets and outlets within the cage preparation area must be screened with fine mesh screens with a maximum aperture of 250 microns. Note: Vacuum bedding transfer dispensers, cage and bottle washer exhaust ducts, vacuum waste transfers and other transfer systems in cage preparation areas do not require mesh screening.	Critical QPR Ref: 4667	TPA/AAG
Containment	13.4.8 Mesh screens must be stainless steel or other department approved material.	Critical QPR Ref: 4668	TPA
Containment	13.4.9 Cage and bottle washer exhausts must be fitted with an automated mechanism to close the exhaust duct to restrict access by vermin or invertebrates when the washer is not in use.	Major QPR Ref: 4669	TPA
Containment	13.4.10 Any bedding transfer system (for example, a vacuum or gravity transfer duct to a waste receptacle) must fully screen the bedding material from access by vermin or invertebrates.	Major QPR Ref: 4670	TPA
	13.5. Post-mortem examinations		
Containment	13.5.1 Facilities for post-mortem examinations must comply with all biosecurity containment conditions of the approved arrangement site.	Critical/ Major QPR Ref: 3252	TPA/AAG

Table 14 Work practices - animal

KAO	Condition	NCG	Audit by
	14.1. Animal transport		
Movement	14.1.1 The transport of live animals must be in a manner that prevents: a) escape of the animal(s) b) any direct or indirect contact of animal(s) subject to biosecurity control, with animal(s) not subject to biosecurity control, and c) the release of bodily fluids, or any material (for example bedding material) transported with the animal(s). Notes: 1. For live animals, this section on the 'animal transport' takes precedence over any conflicting conditions in the generic section on the movement of goods subject to biosecurity control. 2. Refer to the *Informative text* (14.2 Movement of live animals) for typical modes of indirect contact between animals. 3. Small animals should be transported in (at least) secure primary containment (such as an isolator, IVC, secure filter cage, secure screened box or tank). 4. Larger animals may be transported in secure, unsealed cages or other suitable restraints provided the transport vessel fully encloses the animal and is not shared with non-controlled animals or animals with differing biosecurity control status.	Major QPR Ref: 4784	AAG
Movement	14.1.2 Precautions must be taken to prevent or capture liquid leakage/spills from drinking vessels or animal enclosures (for example, drinking containers).	Major QPR Ref: 4785	AAG
Movement	14.1.3 Unless live animals are in secure primary containment, they must remain under direct supervision of personnel who can maintain a controlled environment, when outside the approved arrangement site.	Major QPR Ref: 4786	AAG
Movement	14.1.4 Where animals are transported to support rooms/areas for specialised procedures such as scans (MRI, CT) or surgery/recovery, the animals must be caged or housed and be restrained/sedated or anaesthetised when removed from caging or housing for specialised procedures.	Major QPR Ref: 4787	AAG
Movement	14.1.5 Unless otherwise approved (in writing) by the department, animals must not be accommodated outside an (BC2 or higher animal type) approved arrangement site for longer than 48 hours. Notes: 1. The duration outside the approved arrangement site may be extended to 72 hours for a specialised examination or surgical procedure with department approval. 2. Removal of rodents from BC2 containment will not be permitted unless and until they are cleared by initial health testing.	Major QPR Ref: 4788	AAG
Treatment	14.1.6 Where animals are outside the approved arrangement site and not held in (at least) secure primary containment, surfaces that may be contaminated by contact or proximity to the animals must be cleaned and decontaminated after holding, transport and/or procedures are completed.	Major QPR Ref: 4937	AAG
Treatment	14.1.7 Primary containers, for example (cages, tanks, water, food, bedding, screens, filters) used for animal transport and animal waste products must be treated as goods subject to biosecurity control/waste.	Major QPR Ref: 4938	AAG

KAO	Condition	NCG	Audit by
Treatment	14.1.8 Following the transport of animals subject to biosecurity control the biosecurity industry participant must clean and disinfect (using department approved disinfectant) used cages/equipment, within the approved arrangement site. Note: Other department approved treatments (for example, steam sterilisation) are also acceptable in lieu of chemical disinfection.	Major QPR Ref: 4939	AAG
Treatment	14.1.9 Where animals are transported and are not in primary containment devices, the interior of the shipping enclosure must be cleaned and disinfected before usage with non-controlled animals or controlled animals from a different cohort.	Major QPR Ref: 4940	AAG
Treatment	14.1.10 Where bedding materials are used with animal transport, or in cages, the bedding must be disposed of as biosecurity waste.	Major QPR Ref: 4941	AAG
Treatment	14.1.11 Any water system used for animal transport must be drained to sewer and the system cleaned with a department approved disinfectant.	Major QPR Ref: 4942	AAG
	14.3. Individually Ventilated Cage (IVC) systems		
Isolation	14.3.1 While animals are held in individually ventilated cage (IVC) systems, exhaust filters must be replaced when loaded to their design limit, or, at least, every 5 years. Note: Cleanable filters (for example, pre-filters) may be cleaned when loaded to their design limit. However, they should be replaced at least every 5 years.	Major QPR Ref: 4764	AAG
Treatment	14.3.2 Filters used with IVC systems must be disposed of as biosecurity waste.	Major QPR Ref: 4943	AAG
	14.4. Animal health management – Imported animals		
Hygiene	14.4.1 The biosecurity industry participant must ensure that all imported animals have: a) an initial health check and/or general examination within 24 hours of arrival at the approved arrangement site b) a pre-release check and/or examination no more than 72 hours prior to the animal being released from biosecurity control.	a) Major b) Major QPR Ref: 4735	AAG
Isolation	14.4.2 Separate consignments of imported animals must be kept physically segregated until an initial health check/examination has confirmed that the animal or animals are in good health.	Major QPR Ref: 4764	AAG
Isolation	14.4.3 Where an initial examination identifies that an animal is not in good health, the animal must be treated as specified in the import conditions or, in the absence of relevant import conditions, a) individually segregated, or b) held in a segregated area in the company of other animals from the same consignment, until restored to good health, exported or destroyed. Notes: 1. Import conditions may require testing for specific pathogens (for example, Hanta virus testing for rodents) as part of the initial health check or examination. 2. Import conditions may require destruction or exporting of animals not in good health. 3. Segregation may be via separate IVCs. 4. An animal in good health is one free of contagious illness, or specified biosecurity diseases.	Major QPR Ref: 4766	AAG
Isolation	14.4.4 Where an animal is not in good health, the associated consignment of animals must be considered to have the same health status and must be managed according to Import conditions and department directions.	Major QPR Ref: 4767	AAG

KAO	Condition	NCG	Audit by
	14.5. Health monitoring – all animals		
Hygiene	14.5.1 Monitoring for any symptoms of illness, parasitic infections, injury or abnormal behaviour must be conducted daily, or as specified in the relevant department approval (for example, in-vivo approval).	Major QPR Ref: 3256	AAG
Treatment	14.5.2 If an animal subject to biosecurity control has a contagious illness and is moved, or dies from a contagious illness, the biosecurity industry participant must thoroughly clean and disinfect (with a department approved disinfectant) the impermeable surfaces of its accommodation (for example, room, cage, IVC) and any equipment used with the animal.	Major QPR Ref: 4944	AAG
Notification	14.5.3 The department must be immediately notified where there is: a) an observed or suspected infection or contamination by an organism (including microorganism) that is a biosecurity risk b) an unexpected or unexplained animal death or severe illness c) an infection, contamination or sickness in a significant portion of a consignment, or d) a post-mortem result raising a biosecurity issue. Note: An unexpected animal death does not include animals that are euthanised (including as part of research), or the normal mortality in a large cohort.	a) Major b) Major c) Major d) Major QPR Ref: 4799	AAG
	14.6. Animal husbandry and management		
Treatment	14.6.1 While animals are subject to biosecurity control, the biosecurity industry participant must ensure that any faecal or other material subject to biosecurity control (for example, animal bedding, dead animals, transport packaging, animal tissues, blood samples, toys) is collected from the approved arrangement site and disposed of as biosecurity waste.	Major QPR Ref: 4945	AAG
Treatment	14.6.2 When animal bedding is removed, cleaned and/or replaced the actions taken must ensure that the bedding is not dispersed and remains under biosecurity control throughout this process.	Minor QPR Ref: 3258	AAG
Isolation	14.6.3 The biosecurity industry participant must prevent the unauthorised movement of animals into or out of the approved arrangement site.	Major QPR Ref: 3259	AAG
Isolation	14.6.4 Handling and support facilities/areas (for example, for holding, imaging, and microscopy) for animals subject to biosecurity control must not be used simultaneously for animals not subject to biosecurity control.	Major QPR Ref: 4768	AAG
Containment	14.6.5 Any tissues or fluids removed during an examination or other procedure on an animal must be treated as goods subject to biosecurity control. Note: Tissues, or fluids (goods) may be released via Import Permit conditions, Biosecurity directions, *in vivo* approval, or other department approved method.	Major QPR Ref: 4671	AAG
Treatment	14.6.6 Laboratory animal carcasses must be: a) disposed of immediately after death, or b) disposed of immediately after post-mortem examination, or c) stored, until disposed of: i. at, or below 4 degrees for the waste storage duration limits as set out in this document, and ii. where the cool room/refrigerator/freezer accommodating the animal is outside the approved arrangement site, it must meet the conditions in this document of storage and treatment rooms.	Major QPR Ref: 4946	AAG

KAO	Condition	NCG	Audit by
	14.7. Post-mortem		
Hygiene	14.7.1 If an animal subject to biosecurity control unexpectedly dies or is euthanised due to unexpected illness, the biosecurity industry participant must, upon confirmation from the department, conduct or arrange a post-mortem examination of the animal.	Major QPR Ref: 4736	AAG
Hygiene	14.7.2 Where a post-mortem is required it must be conducted within 12 hours of noticing death, or within 3 days of the animal carcass being stored at 4-5 degrees Celsius.	Major QPR Ref: 4737	AAG
Notification	14.7.3 The department must be advised of post-mortem results. Results must be reported immediately following the post-mortem unless the results indicate that there is no biosecurity issue. Note: Limits for immediate reporting to the department are described in the *Informative text* (11.3 Immediate reporting to the department).	Major QPR Ref: 4800	AAG
Containment	14.7.4 In addition to the personal protective equipment required when working on goods subject to biosecurity control, personnel must, when conducting post-mortem/examination use an apron, and other personal protective equipment as necessary to prevent contamination. Note: Other personal protective equipment may include eye or face protection.	Minor QPR Ref: 4672	AAG
Containment	14.7.5 At the completion of post-mortem/examination/procedures used spillage trays, containers, or instruments must be disinfected with a department approved disinfectant.	Minor QPR Ref: 4673	AAG
	14.8. Animal biosecurity treatments		
Treatment	14.8.1 Hot water washing of cages/bottles must be undertaken in accordance with the following: a) remove the contents (treat as biosecurity waste) from the cages/bottles within the approved arrangement site, then b) transfer cages/bottles to the washroom in a manner that prevents the loss, or dispersion of residue from cages, or bottles, then c) wash the soiled cages/bottles using hot (at least 85 degrees Celsius for a minimum 10 seconds) water in a washer Note: Contact time for exposure to hot water should be at least 10 seconds.	a) Minor b) Major c) Major QPR Ref: 4947	TPA/AAG
Treatment	14.8.2 Cage/bottle washers must be either, a) within the approved arrangement site, or b) in a separate washroom within the same building as the approved arrangement site. Note: The preferred arrangement for this alternative treatment is for the washroom to be within or directly accessible from the approved arrangement site.	a) Major b) Major QPR Ref: 4948	TPA/AAG
	14.9. Personal protective equipment (PPE) contamination control		
Containment	14.9.1 If the approved arrangement site is primary containment for animals, personnel must wear: a) shoe covers over closed footwear, or b) dedicated reusable closed footwear (for example, boots that remain in the approved arrangement site).	Major QPR Ref: 4674	AAG

Table 15 Information management - animal

KAO	Condition	NCG	Audit by
	15.1. Animal records		
Traceability	15.1.1 Animal records must include: a) number or proportion of animals dead on arrival b) the department *in vivo* approval and health certificates (where applicable) c) approval for, and date of, release from biosecurity control (where applicable).	a) Minor b) Major c) Major QPR Ref: 4830	AAG
	15.2. Health monitoring and post-mortem records		
Traceability	15.2.1 The following health/monitoring records must be maintained for all animals subject to biosecurity control: a) record of any symptoms of illness, parasites, injury or abnormal behaviour b) sufficient information on the health monitoring record to accurately identify the animal/s (for example, reference number from microchip, ear tag, consignment or batch number), its location, the type (for example, general examination or specific testing/examination) who undertook the health monitoring (biosecurity industry participant or a veterinarian), the date undertaken and comments and reasons (if part of an examination/monitoring is not undertaken), and c) any other treatments/medications given or tests performed including time, date and who authorised the treatment/test.	a) Minor b) Major c) Minor QPR Ref: 3284	AAG
Traceability	15.2.2 A post-mortem examination report must include: a) date of examination b) veterinary officer who undertook the examination c) name of premises, or approved arrangement site and address where examination occurred d) animal identification (including associated import permit or entry number) e) results/finding of external and internal examinations f) pathology/chemical/specimen/laboratory (test) results g) provisional, or definitive diagnosis (findings) and relevant comments (opinion) as to cause of death. Note: Post-mortems for laboratory animals may be undertaken by a research officer/animal technician.	a) Major b) Minor c) Major d) Major e) Major f) Minor g) Minor QPR Ref: 4831	AAG

Part 4 Specific Conditions - Aquatic Type

Notes:
1. These additional conditions (Tables 16 - 18) apply to aquatic type BC2 approved arrangement sites.
2. Class 5.2.3 conditions include both relevant Part 1 generic conditions and the Part 4 conditions.
3. Part 4 conditions apply to imported aquatic organisms under biosecurity control and aquatic organisms infected with an agent under biosecurity control.

Table 16 Construction - aquatic

KAO	Condition	NCG	Audit by
	16.1 Approved arrangement site		
Containment	16.1.1 A method or system must be in place to capture at least 130% of the liquid volume of the largest connected storage of potentially contaminated liquid, and where applicable treat and dispose the spilled liquid. Notes: 1. Liquid containment could occur by: i. approved arrangement site bunding, or ii. holding trays under storage containers, or iii. where incorporated an effluent decontamination system may be able to be used, or iv. a sump with an installed pump to remove the liquid. 2. Treatment and disposal will be necessary where floor drains to sewer are not provided. 3. See *Informative text*, 10.11 Aquatic BC2 construction.	Critical QPR Ref: 4675	TPA/AAG
Containment	16.1.2 For sites where aquatic organisms are not housed in tanks, or cages that prevent physical contact with walls, wall construction must be: a) impact and abrasion resistant, and b) impermeable. Note: Easily damaged wall sheeting, such as plasterboard, is not permitted where physically exposed to organisms.	a) Major b) Major QPR Ref: 4676	TPA
Containment	16.1.3 The ceilings of the approved arrangement site must be smooth. Note: Tiled ceilings are not permitted for primary containment.	a) Major QPR Ref: 4677	TPA
Containment	16.1.4 Where the aquatic animal room itself forms the primary containment, an anteroom must be provided.	Critical QPR Ref: 4678	TPA
Containment	16.1.5 Each BC2 room or its anteroom (if applicable) must be fitted with an invertebrate attractant and killing device.	Major QPR Ref: 4646	TPA/AAG
Containment	16.1.6 Each access door to the approved arrangement site (including inner and outer doors to any anteroom) must include a viewing panel or equivalent. Notes: 1. See *Informative text* (10.16 Access door viewing panels) for equivalent provisions to a viewing panel. 2. The viewing panel condition is not applicable for doors accessing areas requiring privacy (such as change rooms) or light control.	Major QPR Ref: 4647	TPA
Containment	16.1.7 Where the approved arrangement site includes an anteroom, the outer door must have seals to BC2 standard. Note: The inner door of the anteroom is not required to have seals to this standard. However, it should be a close fitting door.	Critical QPR Ref: 4680	TPA
Containment	16.1.8 The approved arrangement site (excluding trapped drains, the normal access doors, and emergency access doors, unless as defined in the note below) must be sealed to 250 microns (no gaps, fissures, apertures, penetration clearances or air paths that exceed 250 microns in width). Notes: Emergency access doors need sealing to 250 micron if the door: 1. Provides egress from a primary containment room, or 2. opens to the exterior of the building or an area with uncontrolled access.	Critical QPR Ref: 4649	TPA
Containment	16.1.9 An emergency access door that does not provide egress from a primary containment room, or open to the exterior of the building, or an area with uncontrolled access must as a minimum have seals to BC2 standard.	Major QPR Ref: 4681	TPA

KAO	Condition	NCG	Audit by
Containment	16.1.10 Any openings in the walls, ceiling or roof such as permanent or openable vents, air conditioning or ventilation inlets and outlets (including fume and other exhausts) must be fitted with a fine mesh screen with a maximum aperture of 250 microns.	Critical QPR Ref: 4651	TPA/AAG
Containment	16.1.11 The screened (250 micron) external surface area must be less than 20% of the approved arrangement site above floor level.	Major QPR Ref: 4682	TPA
Containment	16.1.12 Fume cupboard exhaust path screening must be accessible for inspection. Note: This is best at rear of the work chamber.	Major QPR Ref: 4653	TPA
Containment	16.1.13 Fine mesh screens must be stainless steel wire mesh or other department approved material.	Major QPR Ref: 4654	TPA
	16.2. Internal fixtures, furnishings and equipment		
Containment	16.2.1 Examination, or post-mortem tables must be impermeable to liquids.	Major QPR Ref: 4683	TPA
Containment	16.2.2 Water systems for aquatic organisms must incorporate: a) backflow prevention to the incoming water supply (spring check valves are acceptable) b) filtration for aquatic habitat liquid circulating systems, and c) the capacity for chemical flushing of all potentially contaminated pipes and systems with a department approved disinfectant.	a) Major b) Major c) Major QPR Ref: 4684	TPA
Containment	16.2.3 Rooms/cages/tanks or other containers for aquatic organisms must: a) ensure the secure holding of the organism(s) b) have transparent viewing panel/s, unless the aquatic animal requires a dark environment c) be smooth and cleanable d) for tanks, have lids, or have other arrangements to prevent splashing between tanks, and e) for tanks exceeding 1000 litres capacity, have an access way of at least 750mm width.	a) Major b) Minor c) Minor d) Major e) Major QPR Ref: 4685	TPA/AAG
Isolation	16.2.4 Rooms that provide primary containment must not contain organisms other that the aquatic organisms subject to biosecurity control and supporting organisms (for example, live food, enrichment media).	Major QPR Ref: 4769	AAG
	16.4. Liquid storage and/or treatment rooms		
Containment	16.4.1 The floors and/or floor furnishings of liquid storage and/or treatment rooms containing potentially contaminated, materials, equipment or liquid (for example, from storage tanks) must be: a) smooth b) impermeable to liquids c) cleanable d) resistant to common cleaning agents, and e) coved to walls and exposed plinths. Note: Existing approved arrangement sites are exempt from item (e) provided there is an impervious joint between the floor and adjoining wall.	a) Major b) Major c) Major d) Minor e) Major QPR Ref: 4686	TPA
	16.5. Post-mortem examinations		
Containment	16.5.1 Facilities for post-mortem examinations must comply with all biosecurity containment conditions of the approved arrangement site.	Critical/ Major QPR Ref: 3252	TPA/AAG

Table 17 Work practices - aquatic

KAO	Condition	NCG	Audit by
	17.1. General Practices		
Treatment	17.1.1 Following the removal, transport or unexpected, and unexplained death of aquatic organisms subject to biosecurity control, the biosecurity industry participant must clean and disinfect (using department approved disinfectant) tanks/equipment used with the applicable organisms. Note: Unless directed by the department cleaning and disinfecting of tanks is not applicable where there is an unexpected, and unexplained death in a tank with remaining live organisms.	Major QPR Ref: 4949	AAG
	17.2. Animal health management – Imported aquatic organisms		
Hygiene	17.2.1 The biosecurity industry participant must ensure that all imported aquatic organisms have an initial health check and/or general examination within 24 hours of arrival at the approved arrangement site.	Major QPR Ref: 4738	AAG
Isolation	17.2.2 Where an initial examination identifies that an aquatic organism is not in good health, the aquatic organism must be treated as specified in the import conditions or, in the absence of relevant import conditions: a) individually segregated, or b) held in a segregated area in the company of other aquatic organisms from the same consignment, until restored to good health, exported or destroyed. Notes: 1. Import conditions may require testing for specific pathogens as part of the initial health check or examination. 2. Import conditions may require destruction or exporting of organisms not in good health. 3. Aquatic organism may be segregated by holding in separate (non-connected) tanks. 4. An aquatic organism in good health is one free of contagious illness, or specified biosecurity diseases.	Major QPR Ref: 4770	AAG
Isolation	17.2.3 Where an organism is not in good health, the associated consignment of organisms must be considered to have the same health status and must be managed according to import conditions and department directions.	Major QPR Ref: 4771	AAG
Isolation	17.2.4 For freshwater fish, each tank must contain only a single species. Tanks of marine fish may contain more than one species, but only from the same consignment.	Major QPR Ref: 4772	AAG
Release	17.2.5 If progeny of imported freshwater fish are approved by the department to be released from biosecurity control, they must be transferred into fresh, clean water (not subject to biosecurity control), prior to removal from the approved arrangement site. The original water must be treated as imported water before disposal.	Major QPR Ref: 4804	AAG
	17.3. Health monitoring – all organisms		
Hygiene	17.3.1 Monitoring for any symptoms of illness, parasites, injury or abnormal behaviour must be conducted daily or as specified in the relevant department approval (for example, in-vivo approval).	Minor QPR Ref: 4739	AAG
Treatment	17.3.2 If all aquatic organisms in a tank unexpectedly die, the biosecurity industry participant must thoroughly clean and disinfect (with department approved disinfectant) the surfaces of the tank and any materials or equipment used with the aquatic organisms.	Major QPR Ref: 4950	AAG

KAO	Condition	NCG	Audit by
Notification	17.3.3 The department must be immediately notified where there is: a) an observed or suspected infection or contamination by a disease agent (organism, including microorganism) that is a biosecurity risk b) an unexpected or unexplained aquatic organism death or severe illness c) an infection, contamination or sickness in a significant portion of a consignment, or d) a post-mortem result raising a biosecurity issue. Note: An unexpected death does not include aquatic organisms that are euthanised as part of a research program or the normal mortality in a large cohort.	a) Critical b) Major c) Major d) Major QPR Ref: 4801	AAG
	17.4. Aquatic husbandry and management		
Isolation	17.4.1 The biosecurity industry participant must prevent the unauthorised movement of organisms into or out of the approved arrangement site.	Major QPR Ref: 4773	AAG
Isolation	17.4.2 Handling and support facilities (for example, for holding tanks, imaging equipment, examination equipment) for aquatic organisms subject to biosecurity control must not be used simultaneously for aquatic organisms not subject to biosecurity control.	Major QPR Ref: 4774	AAG
Containment	17.4.3 Any tissues or fluids removed during an examination or surgical procedure on an aquatic animal must be treated as goods subject to biosecurity control.	Major QPR Ref: 4687	AAG
Treatment	17.4.4 Aquatic animal carcasses must be: a) disposed of immediately after death, or b) disposed of immediately after a post-mortem examination, or c) where proposed to later dispose of, stored until disposed: i. in a smooth, cleanable container at, or below 4 degrees celcius for the waste storage duration limits as set out in this document, and ii. where the cool room/refrigerator/freezer accommodating the organism is outside the approved arrangement site, it must meet the conditions in this document of storage and treatment rooms.	Major QPR Ref: 4951	AAG
	17.5. Post-mortem		
Containment	17.5.1 In addition to the personal protective equipment required when working on goods subject to biosecurity control, personnel must, when conducting post-mortem examinations use an apron, and other personal protective equipment as necessary to prevent contamination. Note: Other personal protective equipment may include eye or face protection.	Minor QPR Ref: 4688	AAG
Containment	17.5.2 At the completion of post-mortem/examination/procedures, used spillage trays, containers or instruments must be disinfected with a department approved disinfectant.	Minor QPR Ref: 4689	AAG
	17.6. PPE contamination control		
Containment	17.6.1 On entry to, and exit from, a primary containment approved arrangement site, personnel must: a) change to or from, dedicated reusable closed footwear (for example, boots that remain in the approved arrangement site), or b) walk through a footbath, or equivalent footwear decontamination system, containing a department approved disinfectant.	Major QPR Ref: 4690	AAG

KAO	Condition	NCG	Audit by
	17.7. Transport/sending/receiving of oocytes		
Movement	17.7.1 The biosecurity industry participant must ensure that the co-located approved arrangement site receiving oocytes is either microbiological, and/or aquatic, and is of the same, lower, or higher biosecurity containment level. Notes: 1. Written approval from the department is still required to transfer xenopus (live frogs), refer to the generic section of this document, and transport of goods subject to biosecurity control. 2. Movement of goods subject to biosecurity control are also described in the *Informative text* (14.1 Movement of goods).	Minor QPR Ref: 4789	AAG

Table 18 Information management - aquatic

KAO	Condition	NCG	Audit by
	18.1. Aquatic records		
Traceability	18.1.1 Aquatic animal records must include: a) holding tank identification (for example, tank number) b) number or proportion of organisms that are dead on arrival c) weekly record of the number or approximate proportion of organism deaths in tank/area/s d) approval for release from biosecurity control (where applicable).	a) Minor b) Major c) Minor d) Minor e) Major QPR Ref: 4832	AAG
Traceability	18.1.2 Aquatic records must include health certificates for aquatic organisms.	Minor QPR Ref: 4833	AAG
	18.2. Health monitoring and post-mortem records		
Traceability	18.2.1 The following health/monitoring records must be maintained for all aquatic organisms subject to biosecurity control: a) record of any symptoms of illness, parasites, injury or abnormal behaviour: b) sufficient information on the health monitoring record to accurately identify the aquatic organism batch or consignment, its location, the type (for example, general examination or specific testing/examination), who undertook the health monitoring (biosecurity industry participant or a veterinarian), the date undertaken and comments and reasons if part of an examination/monitoring is not undertaken c) any other treatments/medications given or tests performed, including time, date, dose and who authorised the treatment/test.	a) Minor b) Major c) Minor QPR Ref: 4834	AAG
Traceability	18.2.2 A post-mortem examination report must include: a) date of examination b) veterinary officer/research officer who undertook the examination c) name of premises/approved arrangement site and address where examination occurred d) organism identification (including associated import permit or entry number) e) results/finding of external and internal examinations f) pathology/chemical/specimen/laboratory (test) results g) provisional, or definitive diagnosis (findings) and relevant comments (opinion) as to cause of death.	a) Major b) Minor c) Major d) Major e) Major f) Minor g) Minor QPR Ref: 4835	AAG
	18.3. Footbath records		
Traceability	18.3.1 Footbath disinfectant and cleaning records must include: a) start date b) renewal and cleaning date c) product used and concentration (specified product label requirement by weight or volume) d) location and footbath number, if there is more than one.	a) Minor b) Minor c) Minor d) Minor QPR Ref: 3354	AAG

Part 5 Specific Conditions - Plant Type

Notes:
1. These additional conditions (Tables 19 - 21) apply to plant type BC2 approved arrangement sites.
2. Class 5.2.4 conditions include both relevant part 1 generic conditions and these part 5 conditions.
3. These conditions apply to imported plants under biosecurity control and plants infected or contaminated with an agent under biosecurity control.

Table 19 Construction - plant

KAO	Condition	NCG	Audit by
	19.1. Approved arrangement site		
Containment	19.1.1 Transparent sections of the walls and roof coverings must be made from glass, polycarbonate, or other alternative, department approved material. These transparent sections must be sealed.	Critical QPR Ref: 4691	TPA/AAG
Containment	19.1.2 The walls, windows and doors of the approved arrangement site must be impervious where there is primary containment of plants.	Major QPR Ref: 4692	TPA
Treatment	19.1.3 Movable, solar control, fabric blinds must be treated by a department approved method before removal from the approved arrangement site.	Major QPR Ref: 4952	AAG
Containment	19.1.4 The approved arrangement framing, components and support structures of a greenhouse, (including, support platforms for plants) must have voids at, or below the highest plant support level eliminated, fully sealed, or accessible, and cleanable.	Major QPR Ref: 4693	TPA
Containment	19.1.5 All structural framing and internal surfaces must be impermeable.	Critical QPR Ref: 4694	TPA
Containment	19.1.6 Entry to and exit from the approved arrangement site must be through an anteroom. Notes: 1. The anteroom may be an adjacent approved arrangement microbiological site that is moved through to obtain access to the approved arrangement plant site. 2. Where all plant material is held in cabinets or chambers, and all activities are in primary containment, the enclosing BC2 room may also constitute the anteroom.	Critical QPR Ref: 4695	TPA
Containment	19.1.7 The anteroom must be fitted with a working invertebrate attractant and killing device.	Major QPR Ref: 4696	TPA/AAG
Containment	19.1.8 Each access door to the approved arrangement site (including inner and outer doors to any anteroom) must include a viewing panel or equivalent. Notes: 1. See *Informative text* (10.16 Access door viewing panels) for equivalent provisions to a viewing panel. 2. The viewing panel condition is waived for doors accessing areas requiring privacy (such as change rooms) or light control.	Major QPR Ref: 4646	TPA
Containment	19.1.9 Seals to BC2 standard must be on: a) the outer door to a dedicated anteroom, or b) the access door to a cabinet/chamber room forming the anteroom, or c) the inner door where an unscreened microbiological approved arrangement site forms the anteroom, or d) the outer door where a screened microbiological approved arrangement site forms the anteroom (requires the microbiological approved arrangement site to be sealed to 250 microns, and this precludes the usage of a tiled ceiling).	Critical QPR Ref: 4698	TPA

KAO	Condition	NCG	Audit by
Containment	19.1.10 Contamination must be prevented from leaving the approved arrangement site on footwear, by the use of: a) shoe covers, or b) a footbath, or c) disinfectant mat, or d) dedicated approved arrangement site footwear, or e) a department approved method. Note: Disinfectant mats do not include tacky, or sticky type mats, refer to 13.2 Footbaths and disinfectant mats of the *informative text.*	Major QPR Ref: 4699	TPA/AAG
Containment	19.1.11 The approved arrangement site (excluding the normal access doors and trapped drains) must be sealed to 250 microns (no gaps, fissures, apertures, penetration clearances or air paths that exceed 250 microns in width). Note: The above sealing includes emergency access doors providing egress from the approved arrangement site.	Critical QPR Ref: 4700	TPA
Containment	19.1.12 Any openings in the walls, ceiling or roof such as permanent or openable vents, air conditioning or ventilation inlets and outlets (including fume and other exhausts), must be fitted with a fine mesh screen with a maximum aperture of 250 microns.	Critical QPR Ref: 4650	TPA/AAG
Containment	19.1.13 The screened (250 micron) external surface area must be less than 50% of the approved arrangement site above floor level.	Major QPR Ref: 4701	TPA
Containment	19.1.14 Fume cupboard exhaust path screening must be accessible for inspection. Note: This is best at the rear of the work chamber.	Major QPR Ref: 4682	TPA
Containment	19.1.15 Fine mesh screens must be stainless steel wire mesh or other department approved material.	Major QPR Ref: 4653	TPA/AAG
Isolation	19.1.16 Plant approved arrangement sites may only be used for the simultaneous containment of both domestic plants and plants subject to biosecurity control when: a) plants subject to biosecurity control are held in physically separate rooms, and these rooms have: i. self-closing doors with seals to BC2 standard, and ii. no openings in any wall separating plants not subject to biosecurity control from plants subject to biosecurity control, and b) there is no recirculation by the air handling system into an area where plants not subject to biosecurity control are held, or c) biosecurity conditions are applied to all the domestic plants, or plant material, equipment, potting mix and the plant containment area within the approved arrangement site.	a) Major b) Major QPR Ref: 4775	TPA/AAG
Containment	19.1.17 Liquid waste (for example from irrigation practices) must be retained within the approved arrangement site. Note: Ensuring that all liquid waste is retained within the approved arrangement site would generally require the lower surfaces of walls to be impervious, excluding the use of screened material, permanent, or openable vents in the lower part of walls.	Major QPR Ref: 4703	TPA/AAG
Containment	19.1.18 The mechanism used to contain solids must be either within the approved arrangement site, or where located outside, be surrounded by 500mm (surface distance from, for example the edge of the soil trap) of impervious surface. Notes: 1. This condition will only be applied to new and refurbished approved arrangement sites. 2. Auditor should verify that the surrounding surface is free from damage such as cracks, gaps, fissures.	Major QPR Ref: 4704	TPA/AAG

KAO	Condition	NCG	Audit by
Treatment	19.1.19 Where the department approves an alternative wastewater treatment (for example, hypochlorite treatment with non-sewer disposal), the treatment must be applied to wastewater discharged from the approved arrangement site and any associated potting area external to the approved arrangement site.	Critical QPR Ref: 4953	TPA/AAG
Containment	19.1.20 Where wastewater is retained for treatment other than disposal to sewer, there must be a system in place (for example, bunding and a method of returning or discharging the spillage after treatment) to ensure retention of all wastewater in the event of a waste retaining vessel or tank failure when at full capacity.	Major QPR Ref: 4705	TPA/AAG
	19.2. Plant holding platforms		
Containment	19.2.1 Where plant holding platforms are used within chambers/rooms, these must: a) be made from impermeable materials b) be raised above floor c) not be placed directly above one another, unless platforms are sealed and provided with catching trays d) be free of voids in structural members or, where voids are unavoidable, they must be either sealed or accessible and cleanable. Note: Auditor to verify the plant holding platforms (where used) are maintained to conditions b) and c), above.	a) Major b) Major c) Major d) Major QPR Ref: 3359	TPA/AAG
	19.3. Potting areas separate from the approved arrangement site (for plants subject to biosecurity control)		
Arrangement compliance	19.3.1 A potting up room separate from the approved arrangement site must be within the same physical site as the approved arrangement site. Note: Only initial potting of plants subject to biosecurity control in non-controlled pots and potting media is permitted in a potting room separate from the approved arrangement site.	Critical QPR Ref: 4557	TPA
Containment	19.3.2 The potting room must be fully confined within walls (with or without windows), doors, floor and ceilings or roofing. Note: Auditor should verify that walls, doors, floors, and ceiling/roof do not allow for goods subject to biosecurity control to escape or be harboured due to physical damage such as cracks, cuts, tears, gaps, fissures.	Critical/ Major QPR Ref: 4706	TPA/AAG
Security	19.3.3 Potting room doors and windows (where used), must be lockable.	Major QPR Ref: 4809	TPA
Containment	19.3.4 Floors of potting areas must be: a) smooth b) cleanable c) impermeable to liquids.	a) Major b) Major c) Major QPR Ref: 4707	TPA
Containment	19.3.5 The walls, windows and doors of the potting area must be smooth and cleanable with a liquid cleaning agent without absorption.	Major QPR Ref: 4708	TPA
Containment	19.3.6 The ceilings of the potting area must not absorb contaminants and be cleanable with a liquid cleaning agent without absorption. Note: This excludes the use of tiled ceilings.	Major QPR Ref: 4709	TPA

Table 20 Work practices - plant

KAO	Condition	NCG	Audit by
	20.1. General practices		
Containment	20.1.1 Unless specified in the import permit, or an approved arrangement, the biosecurity industry participant must obtain prior written department approval for pruning, propagating or multiplying plants subject to biosecurity control.	Major QPR Ref: 4710	AAG
	20.2. Potting up practices		
Containment	20.2.1 The biosecurity industry participant must undertake, or supervise the potting of plants subject to biosecurity control: a) in a Class I or Class ll biological safety cabinet in the plant approved arrangement site, or b) in a growth cabinet/chamber in a plant approved arrangement site, or c) in a plant approved arrangement site, or d) in the head house forming an anteroom to a plant approved arrangement site, or e) in a potting room separate from the approved arrangement site (only for initial potting of plants subject to biosecurity-control in non-controlled pots and media).	Major QPR Ref: 4711	AAG
Isolation	20.2.2 Potting of both plants not subject to biosecurity control and plants subject to biosecurity control, must not occur simultaneously in a potting facility (a) – (d) in the foregoing condition.	Major QPR Ref: 4776	AAG
Isolation	20.2.3 A separate potting room must be immediately cleaned with dedicated cleaning equipment, on each occasion, following work involving goods subject to biosecurity control.	Major QPR Ref: 4777	AAG
Treatment	20.2.4 Any pot or potting media (soil, potting mix) used with goods subject to biosecurity control must be: a) treated by a department approved method before reuse as goods not subject to biosecurity control, or b) disposed of as biosecurity waste.	Major QPR Ref: 4954	AAG
Containment	20.2.5 Access doors to the potting room must be closed when potting with goods subject to biosecurity control is occurring.	Major QPR Ref: 4712	AAG
	20.3. Horticultural practice		
Hygiene	20.3.1 The biosecurity industry participant must implement pest and disease control management practices for all plants subject to biosecurity control, including: a) inspecting for unwanted pests or disease, at least once per week b) removing leaf litter/plant debris from the approved arrangement site, at least once per week c) removing all spent plant material from the approved arrangement site, at least fortnightly d) disinfection of floors and benches following removal of plants subject to biosecurity control before the area and benches are used for any other plants. Note: The removal of plant material may not be desirable where plants are deliberately infested with invertebrates. Where the retention of plant material is necessary, points b), and c) do not apply. This would be applicable where the approved arrangement site has both plant and invertebrate approval.	a) Major b) Minor c) Minor d) Major QPR Ref: 4740	AAG

KAO	Condition	NCG	Audit by
Hygiene	20.3.2 A pest monitoring program must be implemented and include visual weekly inspection of sticky traps that are in use.	Major QPR Ref: 4741	AAG
Hygiene	20.3.3 Sticky traps must be provided in the approved arrangement site, (green house) and be: a) hung just above the crop b) numbered, with a minimum of one trap per 15 square metres of growing area c) mapped to show the numbered trap locations in the growing area, (or near the inner door of any anteroom) d) placed adjacent to vents and doors, and e) replaced when dirty or when crowded with pests.	a) Minor b) Minor c) Minor d) Minor e) Minor f) Major QPR Ref: 3325	AAG
Notification	20.3.4 If invertebrates such as thrips, aphids, leaf hoppers, plant hoppers, white flies, mealy bugs, psyllids or mites are found and/or damage is detected, the department must be immediately contacted, and the plants retained for inspection. Note: The above condition would not be applicable for any of the above listed invertebrates where the approved arrangement site has both plant and invertebrate approval.	Major QPR Ref: 4802	AAG
Arrangement compliance	20.3.5 Fungicides and pesticides must not be used without the department's prior approval. Note: Import Permits may specify or allow particular treatments.	Major QPR Ref: 4558	AAG
Hygiene	20.3.6 All plants subject to biosecurity control must be accessible for individual inspection, with: a) separation of plants to allow all foliage to be inspected, and b) any foliage from adjacent plants able to be readily deflected to one side to enable clearance for inspection. Note: The foliage between adjacent plants may be touching provided the above conditions are met.	Major QPR Ref: 4742	AAG
Release	20.3.7 Plant material or seeds grown for release from biosecurity control, and grown in greenhouses, or growth cabinets, or chambers, must: a) be (unless approved otherwise by the department) grown in glasshouse conditions where they will experience natural stresses, and b) the natural conditions must be determined and documented by the biosecurity industry participant, unless specified by the department. Notes: 1. The department may assess and approve the biosecurity industry participants documented natural conditions. 2. Growing plants without natural stresses may inhibit disease expression. See *Informative text* (12.8 Growth conditions for plant release).	Major QPR Ref: 4805	AAG
	20.4. PPE contamination control		
Containment	20.4.1 On entry to, and exit from, the approved arrangement site, personnel must: a) change to or from, dedicated reusable closed footwear (for example, boots that remain in the approved arrangement site), or b) fit or remove shoe covers over closed footwear, or c) walk through a footbath, or equivalent (for example, disinfectant mats) footwear decontamination system, containing a department approved disinfectant.	Major QPR Ref: 4713	AAG

Table 21 Information management - plant

KAO	Condition	NCG	Audit by
	21.1. Plant records		
Traceability	21.1.1 Records to be maintained for plants subject to biosecurity control must include: a) pest and disease monitoring (date, greenhouse description, pest and disease observations, observation method and comments on plant/crop health and/or growth stage) b) treatments (excluding fertiliser application) such as foliar, basal, stem, or cut surface applications given, or samples taken for testing and the results, including time and date of the application c) calibration data for any sensors that are critical for containment purposes, and d) where traps are also used to assist with pest monitoring, the trap type.	a) Minor b) Minor c) Minor d) Minor QPR Ref: 4836	AAG
	21.2. Footbath records		
Traceability	21.2.1 Footbath disinfectant and cleaning records must include: a) start date b) renewal and cleaning date c) product used and concentration (specified product label requirement by weight, or volume) d) location and footbath number, if there is more than one.	a) Minor b) Minor c) Minor d) Minor QPR Ref: 3354	AAG

Part 6 Specific Conditions - Invertebrate Type

Notes:
1. These additional conditions (Tables 22 - 24) apply to invertebrate type BC2 approved arrangement sites.
2. Class 5.2.5 conditions include both relevant part 1 generic conditions and these part 6 conditions.
3. These conditions apply to imported vertebrates under biosecurity control and invertebrates infected or contaminated with an agent under biosecurity control.

Table 22 Construction - invertebrate

KAO	Condition	NCG	Audit by
	22.1. Approved arrangement site		
Containment	22.1.1 Transparent sections of the walls and roof coverings must be made from glass, acrylic, polycarbonate, or other alternative, department approved, material. These transparent sections must be sealed.	Critical QPR Ref: 4714	TPA/AAG
Containment	22.1.2 The ceilings of the approved arrangement site must be smooth. Note: Tiled ceilings are not permitted.	a) Major QPR Ref: 4715	TPA
Containment	22.1.3 Bunding must be provided at the approved arrangement site for containers (for example, tanks or vessels) used for: a) terrestrial invertebrates with an aquatic life stage, that requires rearing in water, or b) invertebrates that feed from aquatic plants Note: The above condition is not relevant to mosquitoes, or where mobile incubators/cabinets/chambers are used.	Critical QPR Ref: 4716	TPA/AAG
Containment	22.1.4 Bunding must capture and hold at least 130% of the largest liquid volume applicable for a single container (storage vessel) or set of interconnected containers (storage vessels).	Major QPR Ref: 4717	TPA/AAG
Containment	22.1.5 The approved arrangement site framing, components and support structures (including, support platforms for plants) must have voids fully sealed or accessible and cleanable.	Critical QPR Ref: 4718	TPA
Containment	22.1.6 Entry and exit must be through a dedicated anteroom.	Critical QPR Ref: 4719	TPA
Containment	22.1.7 The anteroom must be fitted with a working invertebrate attractant and killing device.	Major QPR Ref: 4696	TPA/AAG
Containment	22.1.8 Each access door to the approved arrangement site (including inner and outer doors to any anteroom) must include a viewing panel or equivalent. Notes: 1. See *Informative text* (10.16 Access door viewing panels) for equivalent provisions to a viewing panel. 2. The viewing panel condition is waived for doors accessing areas requiring privacy (such as change rooms) or light control.	Major QPR Ref: 4646	TPA
Containment	22.1.9 The outer anteroom door must have seals to BC2 standard. Note: The inner door of the anteroom is not required to have seals to this standard, however, it should be a close fitting door.	Critical QPR Ref: 4958	TPA
Containment	22.1.10 A full-body height, unobstructed mirror must be provided either in the approved arrangement site adjacent to the exit, or in the anteroom.	Major QPR Ref: 4959	TPA/AAG
Containment	22.1.11 Contamination must be prevented from leaving the approved arrangement site on footwear, by the use of: a) shoe covers, or b) a footbath, or c) disinfectant mat, or d) sticky/tacky mat, or e) dedicated approved arrangement site footwear, or f) a department approved method.	Major QPR Ref: 4960	TPA/AAG

KAO	Condition	NCG	Audit by
Containment	22.1.12 The approved arrangement (excluding the normal access doors and trapped drains) must be sealed to 250 microns (no gaps, fissures, apertures, penetration clearances or air paths that exceed 250 microns in width). Note: The above sealing includes emergency access doors providing egress from the approved arrangement site.	Critical QPR Ref: 4961	TPA
Containment	22.1.13 Any openings in the walls, ceiling or roof such as permanent or openable vents, air conditioning or ventilation inlets and outlets (including fume and other exhausts), must be fitted with a fine mesh screen with a maximum aperture of 250 microns.	Critical QPR Ref: 4650	TPA/AAG
Containment	22.1.14 The screened (250 micron) external surface area must be less than 50% of the approved arrangement site above floor level.	Major QPR Ref: 4701	TPA
Containment	22.1.15 Fume cupboard exhaust path screening must be accessible for inspection. Note: This is best at the rear of the work chamber.	Major QPR Ref: 4682	TPA
Containment	22.1.16 Fine mesh screens must be stainless steel wire mesh or other department approved material.	Major QPR Ref: 4653	TPA/AAG
	22.2. Internal fixtures, furnishings and equipment		
Containment	22.2.1 Water systems for invertebrates must incorporate: a) backflow prevention to the incoming water supply (spring check valves are acceptable) b) the capacity for chemical flushing of all potentially contaminated pipes and systems with a department approved disinfectant, and c) where applicable, filtration for aquatic habitat liquid circulating systems.	a) Major b) Major c) Major QPR Ref: 4720	TPA
	22.3. Plant holding platforms		
Containment	22.3.1 Where plant holding platforms are used within chambers/rooms, these must: a) be made from impermeable materials b) be raised above the floor c) not be placed directly above one another, unless platforms are sealed and provided with catching trays d) be free of voids in structural members or where voids are unavoidable, they must be either sealed or accessible and cleanable. Note: Auditor to verify the plant holding platforms (where used) are maintained to conditions b) and c), above.	a) Major b) Major c) Major d) Major QPR Ref: 4721	TPA/AAG

Table 23 Work practices - invertebrate

KAO	Condition	NCG	Audit by
	23.1. General practices		
Containment	23.1.1 Invertebrates must be kept in primary containment devices unless specific departmental approval is obtained for housing invertebrates in rooms that provide primary containment. Note: Approval of rooms as primary containment for invertebrates is unlikely. The department has special conditions that will apply for approval of an approved arrangement site as primary containment for invertebrates.	Major QPR Ref: 4722	AAG
Isolation	23.1.2 If invertebrates subject to biosecurity control and domestic invertebrates of the same species are accommodated within common primary or secondary containment, they must both be treated as the same, goods subject to biosecurity control.	Major QPR Ref: 4778	AAG
Isolation	23.1.3 An approved arrangement site for invertebrates subject to biosecurity control must not be located within a building accommodating domestic invertebrates of the same species unless: a) the domestic invertebrates are treated as goods subject to biosecurity control or b) the department has assessed the segregating arrangement and provided its written approval. Note: The department will need to be satisfied with the physical segregation and other control measures for approval of the arrangement described. See *Informative text* (12.3 Segregation of invertebrates of the same species).	Major QPR Ref: 4779	TPA/AAG
Hygiene	23.1.4 Where an approved arrangement site has direct external access via its anteroom, and the invertebrates within could potentially establish in vegetation outside the site, the biosecurity industry participant must implement an effective vegetation suppression program, which ensures that open areas within 30 metres of the approved arrangement site are free of the vegetation which could potentially be host to those invertebrates being held within the site. Note: Approved arrangement sites within 30 metres of the property boundary, may require additional measures to be implemented such as outdoor monitoring.	Major QPR Ref: 4743	TPA/AAG
Hygiene	23.1.5 The anteroom invertebrate attractant and killing device must be visually inspected at least twice weekly, when goods subject to biosecurity control are in the approved arrangement site.	Minor QPR Ref: 4744	AAG
	23.2. Transport of Invertebrates		
Movement	23.2.1 Where invertebrates are transferred between co-located sites, they must not be transferred outside the boundary of a single building (accommodating multiple approved arrangement sites) unless approved, in writing, by the department. Note: Written approval maybe via directions, Import Permit, or variation conditions.	Major QPR Ref: 4790	AAG

KAO	Condition	NCG	Audit by
Movement	23.2.2 Where invertebrates are transported outside an approved arrangement site (between co-located or non co-located approved arrangement sites) they must be in primary and secondary containment as follows: a) the primary container/receptacle that must be sealed or screened, shatter proof and crush resistant, and b) within a secondary container that is sealed and shatter proof. Note: Written approval from the department is required to transfer invertebrates, refer to the generic section of this document, and transport of goods subject to biosecurity control.	a) Major b) Major QPR Ref: 4791	AAG
	23.3. Plants used with invertebrates		
Containment	23.3.1 The potting of plants following work with invertebrates subject to biosecurity control must be: a) in a Class I or Class ll biological safety cabinet in a co-located approved arrangement site, or b) in the invertebrate approved arrangement site. Note: A potting room separate from the approved arrangement site may be used for initial potting of non-controlled plants, pots and media.	Major QPR Ref: 3359	TPA/AAG
Treatment	23.3.2 Any plant or potting mix used with invertebrates subject to biosecurity control must be disposed of as biosecurity waste.	Major QPR Ref: 4955	AAG
	23.4 PPE contamination control		
Containment	23.4.1 On entry to, and exit from, the approved arrangement site, personnel must: a) change to or from, dedicated reusable closed footwear (for example, boots that remain in the approved arrangement site), or b) fit or remove shoe covers over closed footwear, or c) walk over a sticky/tacky mat, or d) walk through a footbath, or equivalent (for example, disinfectant mat) footwear decontamination system, containing a department approved disinfectant.	Major QPR Ref: 4723	AAG
Containment	23.4.2 When leaving the approved arrangement site persons must check to ensure that no invertebrates are attached to any part of their body. Note: This can be carried out either in the approved arrangement site adjacent to the exit, or in the anteroom using a full-length wall mirror.	Major QPR Ref: 4724	AAG

Table 24 Information management - invertebrate

KAO	Condition	NCG	Audit by
	24.1. Invertebrate records		
Traceability	24.1.1 Where applicable, the biosecurity industry participant must also maintain the following records for invertebrates subject to biosecurity control: a) trials or other activities undertaken with the imported invertebrates and/or hosted organisms of interest (such as parasites, mites, fungi, bacteria) b) the amount and type of any treatments given.	a) Minor b) Minor QPR Ref: 4837	AAG
Traceability	24.1.2 Where a vegetation suppression program is in place, the biosecurity industry participant must record: a) the type of suppression program (for example, weedicides, fumigation) b) chemicals/fumigant used, and rate c) inspection regime, and d) if applicable, contract details.	Minor QPR Ref: 4838	AAG