



Australian Government
**Department of Agriculture,
Water and the Environment**

Application for registration as a plant export registered establishment and/or associated operations and functions (EX26d)

Form approved under section 377 of the *Export Control Act 2020*

Section A: General information

Purpose of this form	For plant facilities to apply to become plant export registered establishments or to add operations or functions to their registration. This is required in addition to EX26a and EX26b forms required to register or vary plant establishments and/or operations.
Before applying	<p>If your facility is not already registered as an export establishment, you must complete an Application to register an establishment and/or approve a proposed arrangement (EX26a) and submit it with this form.</p> <p>If your facility is currently registered as an export establishment and you wish to vary any plant registered operation and function codes or make changes to your documented systems, you must complete an Application to vary an establishment registration and/or approved arrangement (EX26b) and submit it with this form.</p> <p>Do not submit this form unless you can comply with the requirements in the Guideline: Management of plant export registered establishments and any relevant policies in sections D and E (if applicable).</p>
Industry export costs	Establishments must pay the annual registration charge and fees associated with departmental audits. For establishment registration charges and fees, see the Departmental Charging Guidelines .
Your application must include (new establishments only)	<p>a locality map showing the site in relation to the local area and the external boundary of the premises, including all the important features of the site and adjoining sites</p> <p>plans or diagrams giving the general structural and operational layout of the establishment including:</p> <ul style="list-style-type: none">• all major dimensions, the scale and details of inspection facilities and any required amenities• elevations of all buildings of the establishment• a general floor plan• the actual area being registered if it is a sub-section of the establishment• a floor plan of processing areas, showing all permanent fixtures and the layout of equipment <p>a product flow chart, main features of product flow and details of the type of products to be handled</p> <p>a documented hygiene and waste management program</p> <p>a documented pest control program</p> <p>a documented system for traceability and product security through the establishment including receipt and dispatch records</p> <p>any relevant attachments outlined in sections D, E and F (if applicable)</p>

Post or email your application

Certificate Management Group
Department of Agriculture, Water and the Environment
GPO Box 858
Canberra ACT 2601
Email: exportestablishment@awe.gov.au

More information

Phone: 1800 900 090 (within Australia)
+61 3 8318 6700 (outside Australia)

Web: agriculture.gov.au/export/controlled-goods/plants-plant-products/plantexportsmanual

Section B: Applicant

1 Name of occupier

2 Australian business registration

Australian Business Number (ABN)

Australian Company Number (ACN)

3 Registered establishment number (if applicable)

4 Establishment physical address

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

5 Person authorised to sign this form (must be listed in management and control of the establishment)

Title

Given name(s)

Family name

Work phone (include area code)

Mobile phone

Email

Section C: Registered operations and functions

Indicate the plant export registered operations and/or functions you wish to register for or add to your existing registration by selecting one or more boxes from the 'Add' column. Indicate the registered operations and/or functions you wish to remove from your existing registration by selecting one or more boxes from the 'Remove' column.

For further information see the Reference: [Registered operation and function codes for plant export registered establishments.](#)

Grain registered operations

Remove Add

Packing cotton (PKCOTT)

Inspecting cotton (INCOTT)

Packing fodder (PKFODD)

Inspecting fodder (INFODD)

Packing forest products (PKFRPR)

Inspecting forest products (INFRPR)

Packing grain and seed (PKGRAI)

Inspecting grain and seed (INGRAI)

Packing nuts (PKNUTS)

Inspecting nuts (INNUTS)

Packing processed plant products (PKPPLP)

Inspecting processed plant products (INPPLP)

Grain registered functions

To apply for grain functions, you must also complete section D.

Remove Add

Automatic in-line hay sampling (GAIHS)

Export compliant goods storage (GECGS)*

Mobile bulk loading (GMBLO)

Quality systems recognition (GQSR)*

*Establishment must be already registered. Refer to the relevant policies for these registered functions in Section D below for more information.

Horticulture registered operations

Remove Add

- Inspecting dried fruit (INDFRU)
- Inspecting fresh fruit (INFRUI)
- Inspecting fresh vegetables (INVEGE)
- Inspecting cut flowers and nursery stock (INCTNS)

Horticulture functions

To apply for horticulture functions, you must also complete section E (and in the case of industry inspections of horticulture for New Zealand (INNZFV), section F).

Remove Add

- Handling fruit fly pest free area (PFA) product outside of the PFA
- Washing potatoes for the Republic of Korea (WAKRPO)
- Industry inspections of horticulture for New Zealand (INNZFV)
- Treating horticulture products for export to protocol markets

Section D: Grain registered functions

Automatic in-line hay sampling (AIHS)

Remove Add

Do not submit this form unless you can comply with the requirements in the Guideline: [Management of plant export registered establishments](#) and [Guideline: Inspection of hay and straw for export](#).

Your application must include:

Attached Standard Operating Procedure (SOP), which must contain a product flowchart and site map detailing the hay/straw processing at the establishment from storage of unprocessed bales, processing of the bales, sample point to loading of compressed bales for export.

Export Compliant Goods Storage (ECGS)

Remove Add

Do not submit this form unless you can comply with the requirements in the [Guideline: Management of plant export registered establishments](#), [Guideline: Export compliant goods storage](#) and [ECGS Reference Guide](#).

Your application must include:

Attached documented sanitation and pest control measures

Attached the completed [Hazard Identification and Mitigation survey](#)

Attached the site map and aerial map of the establishment showing locations of major items such as inspection point, flowpath from inspection point to ECGS, proposed ECGS GPS coordinates, flowpath ECGS to point of export or transport, transfer of rejected goods into hospital bins, etc.

Mobile Bulk Loading (MBL)

Remove Add

Do not submit this form unless you can comply with the requirements in the [Guideline: Management of plant export registered establishments](#) and [Guideline: Mobile Bulk Loading of prescribed goods for export](#).

Your application must include:

Attached Standard Operating Procedure (SOP), which must include:

- An aerial map of the establishment in relation to the local area
 - An establishment site map showing locations of main features including any consolidation points, sampling and inspection points, location of screens and mobile loading equipment at wharf
 - A process flow diagram/map showing all processes, inspection points, truck movement/path, including flow of rejected goods
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Quality System Recognition (QSR)

Remove Add

Do not submit this form unless you can comply with the requirements in the [Guideline: Management of plant export registered establishments](#) and [Guideline: Quality system recognition of processed plant products for export](#).

Your application must include:

Certificate of currency for any quality system/s independently audited

A plan of the establishment showing major items and the product flow path

Independent quality system audit reports from the last two years

Details of the sampling, packing and processing methods, including:

- The in-line sampling methods.
 - All processes that will remove or destroy pests and contaminants.
 - Storage facilities.
 - All packing process and the types of secure packaging that will be used.
 - An identity preservation system (for product traceability).
 - The storage periods of all product being applied for under QSR (meeting stated guideline timeframes).
 - All record keeping processes in place for the quality systems at the establishment.
 - All quality systems in place including all standards accredited and audit schedule for standards used
-

Section E: Horticulture registered functions

Handling fruit fly pest free area (PFA) product outside of a PFA

Remove Add

Do not submit this form unless you can comply with the requirements in the [Guideline: Management of plant export registered establishments](#), [Guideline: Maintenance of phytosanitary security for horticulture exports](#) and [Reference: Performance standards for handling fruit fly PFA product outside of a PFA](#).

Indicate the type of approval you are applying for (select one or more boxes):

Deconsolidate fruit fly PFA products outside a PFA

Pack fruit fly PFA products outside a PFA

Inspect fruit fly PFA products outside a PFA

Treat fruit fly PFA products outside a PFA

Your application must include:

a documented system for deconsolidating, packing, inspecting and/or treating PFA products

a floor plan of the insect proof room that includes:

- room dimensions
- location and details of packing, inspection, treatment and other equipment or facilities
- position of all openings (including doors, windows, vents and ducts)
- door or entry design of the room, such as antechamber, knockdown area, airlock, double doors, automatic doors, rubber curtains, air curtains or other mechanisms
- if the room is a cool room, written evidence that it is held at 5°C or below.

Washing potatoes for the Republic of Korea (Victoria only)

Remove Add

Do not submit this form unless you can comply with the requirements in the [Guideline: Management of plant export registered establishments](#) and the Korean potato protocol and work plan in the password-protected 'Documents' section in the Plants category of the [Manual of Importing Country Requirements](#) (Micor).

Industry inspections of horticulture exports for New Zealand

Remove Add

Do not submit this form unless you can comply with the requirements in the [Guideline: Management of plant export registered establishments](#) and the industry inspection policy in the NZ Export Plan in the password-protected 'Documents' section in the Plants category of the [Manual of Importing Country Requirements](#) (Micor). You must also complete Section F.

Treatment of horticulture products for export to protocol markets

Remove Add

Do not submit this form unless you can comply with the requirements in the:

- Guideline: [Management of plant export registered establishments](#)
- [relevant treatment standards or methodologies](#)
- protocol and work plan in the password-protected 'Documents' section in the Plants category of the [Manual of Importing Country Requirements \(Micor\)](#)

Note: Some protocol markets require treatment facilities to be jointly audited by Australia and the importing country prior to approval. All costs associated with the overseas auditor including travel, accommodation and allowances are borne by the registered establishment.

Indicate the type of treatment you are applying for (select one or more boxes):

China—Department of Agriculture, Water and the Environment audit only

Remove Add

Methyl bromide fumigation for cherries

Methyl bromide fumigation for citrus

Methyl bromide fumigation for nectarines

Methyl bromide fumigation for peaches

Methyl bromide fumigation/onshore cold treatment combination for apricots, nectarines, peaches and plums

Methyl bromide fumigation/onshore cold treatment combination for grapes

Onshore cold treatment for apricots, nectarines, peaches and plums

Onshore cold treatment for cherries

Onshore cold treatment for for citrus

Onshore cold treatment for for grapes

China—Department of Agriculture, Water and the Environment audit and China National Plant Protection Organisation (NPPO) audit

Remove Add

Vapour heat treatment for mangoes

Japan—Department of Agriculture, Water and the Environment audit and Japan NPPO audit

Remove Add

Methyl bromide fumigation for apples from Tasmania (Establishment must be in Tasmania)

Methyl bromide fumigation for cherries from Tasmania (Establishment must be in Tasmania)

Onshore cold treatment for citrus

Onshore cold treatment for grapes

Vapour heat treatment for mangoes

Republic of Korea – Department of Agriculture, Water and the Environment audit only

Remove Add

Onshore cold treatment for grapes

Methyl bromide fumigation for cherries from the mainland

Vapour heat treatment for mangoes

Republic of Korea—Department of Agriculture, Water and the Environment audit and Republic of Korea NPPO audit

Remove Add

Onshore cold treatment for citrus

New Zealand—Department of Agriculture, Water and the Environment audit only

Remove Add

Dimethoate dipping for honeydew melons

Dimethoate dipping for rock melons

Irradiation for approved commodities

Methyl bromide fumigation for capsicum

Methyl bromide fumigation for strawberries

Methyl bromide fumigation for watermelons

Onshore cold treatment for citrus

Onshore cold treatment for grapes

Onshore cold treatment for pears

SO₂/CO₂ fumigation for grapes

Taiwan—Department of Agriculture, Water and the Environment audit and Taiwan NPPO audit

Remove Add

Onshore cold treatment for apples

Onshore cold treatment for cherries

Onshore cold treatment for citrus

Onshore cold treatment for grapes

Onshore cold treatment for nectarines

Onshore cold treatment for peaches

Thailand—Department of Agriculture, Water and the Environment audit and Thailand NPPO audit

Remove Add

Irradiation for persimmons

Methyl bromide fumigation for citrus

Methyl bromide fumigation for strawberries from Tasmania and Western Australia

Onshore cold treatment for fruit fly host commodities

United States of America (USA)—Department of Agriculture, Water and the Environment audit and USA NPPO audit

Remove Add

Irradiation for lychees

Irradiation for mangoes

Vietnam—Department of Agriculture, Water and the Environment audit only

Remove Add

Onshore cold treatment for cherries

Onshore cold treatment for citrus

Onshore cold treatment for grapes

Vietnam—Department of Agriculture, Water and the Environment audit and Vietnam NPPO audit

Remove Add

Irradiation for cherries

Irradiation for citrus

Irradiation for grapes

Section F: Industry inspections of horticulture for New Zealand

If you are registering your establishment to conduct industry inspections of horticulture for New Zealand (INNZFV), you must also complete this section.

Please complete question 1 if you are applying to conduct industry inspections of horticulture for New Zealand (INNZFV) for the first time or to authorise someone new to conduct industry inspections within the premises.

Please complete question 2 if your establishment is currently registered to conduct industry inspections of horticulture for New Zealand (INNZFV) and you wish to remove a person or persons currently authorised to conduct industry inspections of horticulture for New Zealand within the premises.

1 Provide details of those who will conduct industry inspections within the premises

Industry inspectors must complete the e-learning module HOR3002 Export Inspection of fruit and vegetables and are required to pass an audit before being approved (unless they are already an AO with a horticulture job function). Enrolment into the e-learning will occur on receipt of this application form. You must ensure that Industry inspectors send their certificate of completion to the department (AuditServices@awe.gov.au) when they have completed the e-learning prior to the next audit of your registered establishment.

Given name(s)	Family name	Email address for enrolment into e-learning
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2 Provide details of those authorised to conduct industry inspections within the premises to be removed

Given name(s)	Family name
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Section G: Changes to documented systems

If you are applying to vary a documented system or procedure, please provide:

An attached copy of the documented system with the changes identified.

The date the change/s are to take effect (dd/mm/yyyy)

A brief description of the changes:

Section H: Applicant declaration

To be completed by the person listed in management and control at the establishment on the EX26 or in the department's Establishment Register.

I declare that the information I have provided is true and correct. I understand that it is a criminal offence under the Criminal Code Act 1995 to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence carries a maximum penalty of 12 months' imprisonment.

I consent to the use and disclosure of my personal information as set out in the Privacy notice.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Section I: Privacy notice

'Personal information' is defined in the Privacy Act 1988 and includes information or an opinion about an identified, or reasonably identifiable, individual.

The Department of Agriculture, Water and the Environment collects your personal information in relation to this form for the purposes of assessing your application to register your establishment, vary your registration and related purposes. If you fail to provide some or all of the personal information requested in this form, the department will be unable to process your application.

The department may disclose your personal information to overseas governments or agencies, Australian diplomatic posts and other Australian Government agencies, persons or organisations where necessary for the purposes described, provided the disclosure is consistent with relevant laws, particularly the Privacy Act. Your personal information will be used and stored in accordance with the Australian Privacy Principles.

By completing and submitting this form you consent to the disclosure of all personal information contained in this form to overseas governments, agencies and the national plant protection organisation (NPPO) of each nominated importing country. The department has not taken steps to ensure that these overseas governments, agencies and NPPOs do not breach the Australian Privacy Principles. This means that:

- the overseas recipient may not be accountable under the Privacy Act
- you may not be able to seek redress under the Privacy Act
- you may not be able to seek redress in the overseas jurisdiction
- overseas governments, agencies and NPPOs may not be subject to any privacy obligations or to any principles similar to the Australian Privacy Principles.

See the department's [Privacy Policy](#) to learn more about accessing or correcting personal information or making a complaint. Alternatively, telephone the department on +61 2 6272 3933.