Farm Biosecurity Plan for Grain Producers

Property name:	**Owner:**
Property address:	**Manager:**
PIC:	**Agronomist:**

GRAINS FARM BIOSECURITY PROGRAM

CONTENTS

PREPARING AN ON FARM BIOSECURITY PLAN

The best defence against endemic and exotic pests and diseases is to implement sound biosecurity practices on your farm. Quick and simple measures built into everyday practice will help protect your farm and your future. Your plan should outline the rules for everyone to follow on accessing your property to reduce the risk of pests and diseases impacting on your production.

This farm biosecurity planner will help assess the biosecurity risks on your farm and illustrate steps to address them. Refer to the planner periodically to check on progress and prioritise actions.

If you build your plan around daily, monthly or yearly farm routines, then biosecurity should become a habit.

After you have ranked your priorities, think about which ones you can achieve in the short and long term. Go back to the plan periodically and check progress towards your goals.

As a guide, short-term activities can:

- be planned and implemented within 12 months
- help your business comply with regulatory requirements
- be financially feasible in the short-term
- fit in with the time commitments of your enterprise.

Long-term activities:

- are planned and implemented over more than one year
- need additional financial or personnel resources that are not currently available
- enhance the overall quality of service, aesthetics or administrative procedures.

YOUR BIOSECURITY RESPONSIBILITIES

Queensland and New South Wales governments have new biosecurity laws in place. The QLD Biosecurity Act 2014 and the NSW Biosecurity Act 2015, both emphasise a shared responsibility, with the general biosecurity obligation (QLD) and the general biosecurity duty (NSW).

Contact us

Scan to get in touch with the Grains Farm Biosecurity Officers

GPA Grain Producers Australia | Plant Health AUSTRALIA

RISK ASSESSMENT MATRIX

A key component of a Farm Biosecurity Plan is assessing the risk of various activities to your enterprise. By evaluating biosecurity risks to your property and undertaking risk mitigation activities you are undertaking a large part of your general biosecurity obligation or general biosecurity duty. For instance a car entering your property that has only been on bitumen roads and is not entering the cropping areas of your property poses a low level of risk and requires minimum risk mitigation. However a vehicle which has been driven through other properties in known weed or pest infestation areas is a much higher risk and may require significant risk mitigation activity such as a complete wash down or not being allowed onto the productive areas of the property.

The risk assessment matrix below can be helpful in prioritising which biosecurity practices to implement first or the level of risk mitigation appropriate.

		Likelihood of Occurrence		
		Unlikely Could happen some times.	**Likely** Could happen most times.	**Very Likely** Could happen every time.
Impact/ damage/ loss on property and surrounding area if occurs.	**Minor** May have little impact/loss	Low risk 1	Medium risk 2	Medium risk 2
	Moderate Will have some impact/loss	Low risk 1	Medium risk 2	High risk 3
	Major Will have a lot of impact/loss	Medium risk 2	High risk 3	High risk 3

Source: modified from Keep it Clean – Reducing costs and losses in the management of pest and diseases in greenhouse. NSW DPI.

PROPERTY MAP

A property map is an important part of a Farm Biosecurity Plan, it gives a visual representation of where your property can be entered and where the productive areas are on your property. It allows you to identify zones on your property that might require different levels of activity. Your property map can also be given to visitors so they can adhere to your requirements. Consider the features below to include on a property map for your planned biosecurity practices:

BIOSECURITY PROPERTY MAP may include:	Y/N
Where entry can be gained to property	
House, office, parking areas	
Where road ways are situated	
Sheds, dams, silos, machinery parking areas and any other significant structure	
Where production areas are	
Any old or existing hazards (e.g. old or existing dumps)	
Any significant weed or pest infestations.	
Water ways	
Location of designated clean down/wash down facilities	
Location of power poles and other utility fixtures	
If property is mixed farming with stock	
Stockyards	
Stock quarantine area	
Drought or fodder feeding points	
Watering points	

ZONING	
Cool zone (e.g. House)	Minimum to no contact with crop or animals on property. Low requirement to restrict access.
Warm zone (e.g. Sheds, silos, roadways, stockyards)	Some contact with crops or animals but can be managed by having gravelled areas or extra surveillance.
Hot Zone (e.g. the production areas of the property)	Significant restricted access. Only people and vehicles that need to enter these areas should have access
Zoning is the division of the property into separate areas and the management of movement between and within these zones. A three-zone system helps to manage movement, create separation between different areas of farming activities and restrict movement onto and off your farm.	

ACCESS FOR UTILITY AND SERVICE PROVIDERS

Have a **specific property map** to give to **utility providers** and their **contractors**, which outlines the location of power poles and suggested route for the workers to take to gain access. You should consider where the poles/utility fixtures are located and associated risks. For example poles located within a cropped paddock may be more prone to associated vehicle and machinery biosecurity risks, as opposed to poles near the sheds. Tip: have copies of this specific map printed off and draw with a marker the route you wish the worker to take. You may also be able to scan this and email to the provider prior to their visit, along with your biosecurity expectations.

INSERT PROPERTY MAP HERE

FARM BIOSECURITY PRACTICES **SELF-ASSESSMENT**

1	INPUTS		Indicate your selection with a √		
1.1	**Pre sowing and sowing**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
1.1.1	Seed purchased for sowing is from reputable source and has quality certification certificate	Request and inspect seed quality certificate to ensure weed status			
		Keep quality certificates			
1.1.2	Seed retained on farm for sowing is properly graded and inspected for weeds, pests and quality	All seed checked before sowing to ensure quality and pest free status			
		Only use retained seed from weed and pest free paddocks			
1.1.3	Planting of genetically modified crops managed to meet technology requirements	Follow licence agreements for genetically modified organisms			
1.1.4	Follow paddock selection guidelines for pulse crops	Do not sell pulse crops for sprouting if they have been sown into paddocks which have had manure or bio-solids applied in the previous 2 years			

1	INPUTS		Indicate your selection with a √		
1.2	**Fertiliser & soil ameliorants**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
1.2.1	Manures or composts applied to soil are fully composted before application	Ask for quality certificates. Inspect on arrival and ensure product has required treatments			
		Keep records of source and quality certificates			
1.2.2	Ensure fertilisers and soil ameliorants purchased from reputable suppliers are free of contaminants	Inform suppliers of quality requirements			
		Inspect products on arrival			
		Keep records of source and quality certification			
1.2.3	Manage nitrogen fertiliser regimes to meet market requirements	Take note of ISCC nitrous oxide standards for canola destined for European oil markets			
1.2.4	Equipment cleaned after planting and prior to use at harvest	If using augers, silos, trucks or any other equipment for chemically treated seed, fertiliser or chemical at sowing ensure it is thoroughly cleaned after use in order to prevent contaminating harvested grain at the end of the season			

1	INPUTS		Indicate your selection with a √		
1.3	**Water**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
1.3.1	Procedures are in place to ensure contaminants carried in water are reduced	Monitor and test water for contaminants			
		Inspect water inlets			
		Consider implications of reused irrigation water			
1.3.2	Procedures are in place to ensure the quantity and quality of water are suitable for the type of livestock under production	Monitor water points and infrastructure regularly			
1.4	**Fodder**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
1.4.1	The person responsible for the purchase of stockfeed ensures the supplier provides a Commodity Vendor Declaration (CVD) and inspects the quality of the fodder on arrival	Store CVD for a minimum of three years or the life of livestock fed the stockfeed, whichever is the greater			
		Visually inspect for weeds or other contaminants			
		Only feed supplementary fodder in designated areas			
1.5	**Fences**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
1.5.1	Ensure fences prevent livestock from straying onto/off your property	Regularly undertake maintenance to existing fences. Replace fencing where required			

2	PEOPLE, VEHICLES AND MACHINERY		Indicate your selection with a √		
2.1	**People: Employees, agronomists, contractors & visitors**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
2.1.1	Minimise the number of entry points and restrict access to the property	Lock access gates that are not to be used for public/main entry			
2.1.2	Ensure appropriate signage/procedure is available to inform visitors of your biosecurity requirements and what you want them to do on arrival	Erect biosecurity signs on all entrances to instruct visitors			
		Conduct a risk assessment before you allow a visitor or vehicles onto your property *Reference document: Vehicle risk assessment tool*			
		Have a supply of farm maps to give to visitors who aren't familiar with the property			
2.1.3	Encourage the use of protective clothing and personal hygiene by staff and visitors	Encourage the practice of come clean, go clean			
		Provide hand washing facilities, foot baths or alternative clothing and footwear for visitors to use while on farm			
2.1.4	Ensure agronomists and crop scouts are aware of their obligations when accessing crops	Instruct agronomists or crop scouts on hygiene requirements. Discuss any farm biosecurity concerns with your agronomist *Reference document: Grower - agronomist biosecurity checklist agreement*			
2.1.5	Provide a visitor register to record and monitor the management of visitor activity	A visitor register/s can be kept at an office, shed, front gate mailbox or other location easily accessible to visitors			

2	PEOPLE, VEHICLES AND MACHINERY		Indicate your selection with a √		
2.1	**People: Employees, agronomists, contractors & visitors**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
2.1.6	Ensure contractors (including for harvesting, spraying and sowing activities) are aware of and meet hygiene requirements	Conduct risk assessment of all equipment used by contractors including taking into consideration where they have previously been. Request come clean go clean is followed and inspect machinery on entering property			
2.2	**Vehicles, machinery & equipment**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
2.2.1	Provide wash down facilities for vehicles and machinery	Encourage come clean go clean is followed			
		Allocate a clear area as a wash area, or construct a wash bay. Ensure run-off from wash areas does not come into contact with production areas *Reference document: Effective farm wash down facilities fact sheet*			
2.2.2	Clean vehicles and machinery prior to moving from a high risk area to a lower risk area (e.g. from an area with a known weed, nematode or soil borne pest infestation at risk of being easily spread by vehicles and machinery)	Provision of wash down facilities Reference document: Vehicle risk assessment tool			
2.2.3	Do not cross contaminate commodities	Provision of wash down facilities			
		Wash and decontaminate machinery such as harvesters and trucks after use or between commodity type			

2	PEOPLE, VEHICLES AND MACHINERY		Indicate your selection with a √		
2.2	**Vehicles, machinery & equipment continued**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
2.2.4	Provide a designated parking area for visitors	Choose a clear area (such as a graveled area) which is easy to inspect for new weeds			
2.2.5	Have an on farm vehicle which stays on your property	Encourage visitors, agronomists etc. to use the farm vehicle or your own to drive around the property			
2.2.6	Minimise vehicle access to cropping areas	Only allow vehicles that have a legitimate reason to access productive areas of the property			
		Request that vehicles remain on formed up roads where possible			

Public vehicle wash down facilities

List the closest public vehicle wash down facilities locations:

3	PRODUCTION PRACTICES		Indicate your selection with a √		
3.1	**Crop monitoring & hygiene**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
3.1.1	Monitor crops regularly for pests, diseases and weeds	Develop a crop monitoring schedule (may be completed by your agronomist)			
3.1.2	Unusual pest and diseases or unexplained crop death are investigated further. If unidentifiable or suspected to be exotic/notifiable, it is reported to your local state department of agriculture or the Exotic Plant Pest Hotline	Put the Exotic Plant Pest Hotline (1800 084 881) into your mobile contact list			
		Alternatively contact your state grains biosecurity officer or state agriculture department			
		Mark or make note of area of concern and restrict movement into and out of that area. Decontaminate clothing and footwear prior to entering other crops			
3.1.3	During fallow periods and between crops, control volunteer plants that may harbour pests and diseases	Control volunteer plants in cultivation and on fence lines where possible as soon as practical			
		Always follow chemical label instructions			
		Aim to have a month of clean fallow before sowing next crop			
3.2	**Crop health management**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
3.2.1	Pests, diseases and weeds are managed in a timely fashion.	Use best practice for controlling pests, diseases and weeds			
		Always follow chemical label instructions			

3	PRODUCTION PRACTICES		Indicate your selection with a √		
3.2	**Crop health management continued**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
3.2.2	Integrated resistance management is implemented to reduce the potential for herbicide, insecticide or fungicide resistance to develop.	Follow latest recommendations for resistance management			
		Monitor crops after spraying to assess efficacy			
		Consider pest biology and thresholds in management decisions			
3.3	**Chemical use**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
3.3.1	Avoid chemical residues in grain that exceed acceptable limits.	Comply with current label/permit and state regulations.			
		Refer to relevant codes of practice or industry guidelines			
		Keep records of all chemical use for vendor declarations			
		Accurately identify pests (insects, weeds or diseases) before controlling			
3.3.2	Ensure that grain meets market expectations for chemical MRL's.	If targeting a specific market check with grain buyers. Some market destinations require more stringent chemical MRLs or have nil tolerance for certain chemicals. Investigate further any target weeds, pests or diseases that have not been controlled as expected by the treatment			

3	PRODUCTION PRACTICES		Indicate your selection with a √		
3.3	**Chemical use continued**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
3.3.3	Avoid off target movement or drift of chemicals.	Monitor weather before during and after chemical applications			
		Use appropriate nozzles, speed sensors and equipment			
		Follow label instructions			
3.4	**Harvesting**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
3.4.1	Maintain grain hygiene, quality and integrity to meet market standards.	Comply with state boundary and local area clean down requirements for harvester transport			
		Clean harvesters, field bins, trucks, augers and decontaminate before harvest and between commodities			
		Ensure appropriate clean down between commodities and especially between GM & non GM crops (Harvester clean down requirements Canola guides)			
3.4.2	Avoid contaminating harvested grain with chemicals.	Ensure trucks, augers, silos and any other equipment used to handle non-grain products (such as fungicide treated fertiliser) or treated grain (such as a seed dressing, zinc phosphide) are thoroughly cleaned before using for harvested grain.			
3.4.3	Minimise risk of contract harvesters	Undertake risk assessments of where contractor has been			
		Request clean down before entering property and inspect on arrival. Provide clean down facilities			

4	ON FARM GRAIN STORAGE		Indicate your selection with a √		
4.1	**Grain storage hygiene**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
4.1.1	Hygiene around storage facilities is adequate to reduce the potential for stored grain pests to survive.	Clean up spilled grain Regular inspection of surrounds to eliminate areas for pests to hide			
4.1.2	Prevent contamination from previous uses of storages and equipment.	Clean out all equipment and storage facilities/areas after use. Use diatomatious earth or other structural treatments on silos, handling equipment and harvesters after cleaning to prevent re-infestation. Check and re-clean before using to ensure no old grain, fertiliser or other contaminates remain.			
4.2	**Manage grain quality in storage**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
4.2.1	Storages are fitted with aeration to maintain quality and minimise insect reproduction and moisture.	Ensure the appropriate aerators are fitted to silos and can produce adequate air flow to reduce grain temperature.			
4.2.2	Grain monitoring equipment is available	Equipment should include: grain insect sieve, grain monitoring probes, temperature probe, moisture probe and grain spear			
4.2.3	Monitor stored grain regularly	Inspect grain at least monthly and record insect pests and quality issues such as temperature, moisture, smell grain for off odors and look for any signs of mould *Reference document: grain storage monitoring and inspection template*			

4	ON FARM GRAIN STORAGE		Indicate your selection with a √		
4.3	**Controlling stored grain pests**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
4.3.1	Fumigants are only used in storages that are gas tight and label instructions are followed	Silos or other storages used for fumigation must be gas tight and should meet the Australian Standard AS2628 for sealable storage			
		Gas tight storages should be pressure tested upon erection, annually and before fumigating with a five minute half life pressure test			
		Follow label instructions and ensure sufficient venting after fumigation			
		After fumigation period remove all fumigant materials as per label requirements (e.g. spent aluminum phosphide)			
4.3.2	Grain protectants are used as per label instructions	Only use grain protectant on freshly harvested un-infested grain. Do not use to control an infestation			
		Check with buyers for market restrictions and requirements before applying a protectant			
4.3.3	Inspect grain after completing the entire fumigation process for effectiveness of controlling pests	After the entire fumigation process, proceeding ventilation and WHPs, grain should be monitored to ensure all insects have been controlled			
		Report any suspect resistant insects by calling **1800 WEEVIL** (933845)			

5	OUTPUTS		Indicate your selection with a √		
5.1	**Grain transport & delivery**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
5.1.1	Preserve the quality and food safety integrity of your grain product. Avoid contaminating harvested grain with chemicals and other contaminants such as insects and weed seeds	Ensure trucks, augers, silos and any other equipment used to handle non-grain products (such as fungicide treated fertiliser) or treated grain (such as a seed dressing, zinc phosphide) are thoroughly cleaned before using for harvested grain			
		Always inspect trucks before loading to ensure they are clean of other commodities or contaminates. Use a carrier who follows the Grain Transport Code of Practice or equivalent			
5.1.2	Ensure grain meets market requirements	Declare all treatments of stored grain and in crop chemical use (CVD)			
		Do not fumigate grain during domestic transport			
5.1.3	Ensure grain meets market requirements	Declare all treatments of stored grain and in crop chemical use (CVD) Do not fumigate grain during domestic transport			

6	INVASIVE SPECIES AND WEEDS		Indicate your selection with a √		
6.1		**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
6.1.1	Control declared or noxious weeds according to the weeds control class for the area and report as required under state regulations	Keep records of management activities of noxious weeds			
6.1.2	A weed management program is documented and in place	Attach relevant documents to biosecurity plan			
6.1.3	A feral animal management program is documented and in place	Attach relevant documents to biosecurity plan			
6.1.4	In order to maximise effectiveness, these activities are in coordination with neighbours and other local community members	Attach relevant documents to biosecurity plan			

7	TRAIN, PLAN & RECORD		Indicate your selection with a √		
7.1	**Staff induction & training**	**Actions to undertake**	**YES (currently undertaking)**	**NO Action required (risk analysis)**	**N/A**
7.1.1	Ensure all staff understand their roles and responsibilities in the implementation of biosecurity practices on your farm	Provide staff with clear outline of role description and responsibilities			
7.1.2	Ensure all staff involved in crop health management are familiar with common pests and diseases	Provide staff with resources and training to help identify common pests and diseases Maintain a register of training of self and staff in pest ID			
7.1.3	Ensure all staff know what to do in the event of a suspected emergency plant pest/disease or animal disease	Place emergency numbers in a common and visible location If you spot anything unusual take action to get an identification by asking an expert. If damage is extensive and rapid call the EPP Hotline for plants 1800 084 881 or EAD Hotline for animals.			
7.1.4	Ensure all personnel work on farm are vaccinated for identified risk diseases (e.g. Q-fever and tetanus) and, where necessary, vaccinate livestock against zoonotic (animal to human) diseases (e.g. leptospirosis)	WH&S risk assessment, maintain a register			

7	TRAIN, PLAN & RECORD		Indicate your selection with a √		
7.2	Records	Actions to undertake	YES (currently undertaking)	NO Action required (risk analysis)	N/A
7.2.1	Keep records of purchases and sales, health certificates and declarations, and pest, disease and weed monitoring and control activities	Take note of where records are kept so they can be easily accessed in the event that there is a contamination or traceability issue			
7.2.2	Keep records of chemical applications within 24 hours and keep for at least 2 years according to state regulations and label requirements	Record details required by your state and product label			
7.2.3	Record all movements on and off the property, of people, vehicles/machinery, truck carriers and commodities	Record vehicle movements Keep copies of Commodity vendor declarations			

FARM BIOSECURITY PLAN ACTION LIST

For areas in which you have determined need improved practices and the changes you intend to make.

(Complete this section after you have completed the biosecurity self assessment starting page 7)

	Monitoring, surveillance and record keeping	Current procedures and level of risk	Short term activities to implement	Long term activities to implement
1.	**Inputs**			
1.1	Pre sowing & sowing			
1.2	Fertiliser & soil ameliorants			
1.3	Water			
1.4	Fodder			
1.5	Fences			

		Current procedures and level of risk	Short term activities to implement	Long term activities to implement
2.	**People, vehicles & machinery**			
2.1	Employees, agronomists, contractors & visitors			
2.2	Vehicles, machinery & equipment			
3.	**Production Practices**			
3.1	Crop monitoring & hygiene			
3.2	Crop health management			

		Current procedures and level of risk	Short term activities to implement	Long term activities to implement
3.	**Production Practices continued**			
3.3	Chemical use			
3.4	Harvesting			
4.	**On Farm Grain Storage**			
4.1	Grain storage hygiene			
4.2	Manage grain quality in storage			
4.3	Controlling stored grain pests			

		Current procedures and level of risk	Short term activities to implement	Long term activities to implement
5.	**Outputs**			
5.1	Grain transport & delivery			
6.	**Invasive species & weeds**			
6.1	Invasive species & weeds			
7.	**Train, plan & record**			
7.1	Staff induction & training			
7.1	Records			

TEMPLATES AND RESOURCES

CONTENTS

GRAIN STORAGE INSPECTION & MONITORING

Stored grain should be monitored monthly or even more regularly during warm humid conditions.
Grain should be checked at least 3 weeks prior to dispatch to ensure it is pest free and fit for sale.

Grain monitoring tools:

- 2mm mesh sieve and white tray
- Push probes
- Grain thermometer
- Magnifying glass
- Pest ID guide
- Clear plastic or glass jar
- Moisture meter
- Recording sheet
- Phosphine detector
- Vials and sticky tape to catch insects

The monitoring tools:

- Open the hatch and have a good sniff to check for musty or “off” odours that might indicate wet spots.
- Take a sample of grain from a number of spots (e.g. top and bottom of silo) and sieve use an insect sieve (2mm mesh) examine for live insects or damaged grain.
- Identify any insects.
- Pull up and check insect probes.
- Check grain temperature using a grain temperature probe.
- Check grain moisture.
- If automatic aeration, check how long it has run for the month (should be between 80-120 hours).

GRAIN STORAGE INSPECTION & MONITORING TEMPLATE

Silo ID: **Capacity:** **Date filled:**

Crop & Variety: **Quality:** **Moisture:**

Protein:

	Date	Date	Date	Date	Date	Comments
General appearance (colour, moisture level, poor quality, good quality and smell)						
Grain Temp °C						
Grain M.C %						
Aeration run hours						
Pests found*						
Grain treatments						

*Common pests: Lesser grain borer (LGB), Rust red flour beetle (RRFB), Rice weevil (RW), Flat grain beetle (FGB), Sawtoothed grain beetle (ST)
Other: e.g. Psocids, bruchids, pea weevil. Exotic pests/diseases: Khapra beetle, Karnal bunt

GRAIN OUT LOADING RECORD SHEET

Silo ID: **Capacity:** **Date filled:**

Crop & Variety: **Quality:** **Moisture:**

Protein:

	Date and time	Date and time	Date and time	Date and time	Date and time	Date and time	Date and time	Date and time
Tonnes (est)								
Grain M.C %								
Buyer/sold to								
Destination								
Trucking carrier								
Truck & trailer rego								
Driver name & signature								
Payment date								
Payment received Indicate with a √								

VEHICLE AND VISITOR REGISTER

This is an example template for recording visitor details and movement. This template could be amended to record contractor details and movements.

		Date	Date	Date	Date	Date	Date	Date	Date
Time on property	Arrival								
	Departure								
Name & vehicle registration									
Reason for visit									
Contact details (phone or email)									
Areas/paddocks visited									
Location/date of last contact with crops									
Payment received Indicate with a √									

GROWER – CONSULTANT BIOSECURITY CHECKLIST & AGREEMENT

This is a suggested template for an agreement between a grower and their crop consultant. Individual business' should amend based on their own records.

For discussion with consultant or agronomist	Comments		
Add specific biosecurity concerns you have, for example: -weeds, pests and diseases that you don't have or don't want -areas where a weed/pest/disease is that you are trying to eradicate or not spread.			
Vehicle cleanliness expectations or can you provide a vehicle for their use.			
Is there a clean down facility on the property if so where?			
How and when should agronomist notify you about coming onto your property?			
General grower expectations of agronomist or consultant	**Indicate your selection with a √**		
	High priority	**Medium priority**	**Low priority**
Plan where you are going for the day and identify if there are any known biosecurity risks, leave higher risk areas until last where possible.			
Have a biosecurity kit in your vehicle (e.g. dust pan and brush, disinfectant, paper bags and vials, rags or cloth for cleaning, spare shoes, plastic bags for rubbish or dirty clothes and equipment).			
Leave your vehicle parked in designated area and use property vehicle to access paddocks.			
Stay on existing roads where possible avoid driving across paddocks.			
Avoid driving on farm in wet or muddy conditions.			
Ensure clothing and footwear is clean.			

GROWER – CONSULTANT BIOSECURITY CHECKLIST & AGREEMENT (continued)

General grower expectations of agronomist or consultant	Indicate your selection with a √		
	High priority	Medium priority	Low priority
Include biosecurity discussion when inducting new field staff at agency.			
Monitoring, surveillance and record keeping	**High priority**	**Medium priority**	**Low priority**
Keep records of where you have been and when (properties and paddocks)			
Provide written reports on pests, diseases and weeds, including:			
- Presence and location			
- Targeted pests/diseases/weeds that have not been found			
- Any management recommendations			
If you find a pest that you can't identify or unusual crop damage that can't be accounted for:			
- Let me know ASAP			
- Endeavor to get identification by an expert			
- Report it to your local state agriculture department			

- If you find extreme unidentifiable pest damage or crop death call the Exotic Plant Pest Hotline 1800 084 881.
Do not touch or move pest take photos to help with identification. Record GPS location if possible.

VEHICLE BIOSECURITY RISK ASSESSMENT TOOL

Use this risk assessment matrix to determine action required to reduce biosecurity risk posed by the vehicle or machinery

What were the road conditions	Where has the vehicle been and what is the likelihood it has come into contact with weeds or other pests				
	Travelled only on bitumen or gravel roads	Travelled on dirt roads but not on farm	On farm but only on formed roads	On farm and off formed roads/in paddock	On farm and in paddock in area known to have pests e.g. CQ Parthenium
Dry	Low	Low	Medium	Medium - High	Medium - High
Damp	Low	Medium - Low	Medium	Medium - High	High
Muddy	Medium - Low	Medium	Medium - High	High	Very high
Flooding	Medium - Low	Medium - High	High	High	Very High

Low or Medium - Low risk	Vehicle should be left in a hygienic condition.
Medium to Medium - High	Consider if vehicle should be cleaned down – especially if likely to go onto productive areas of the property.
High	Recommended that vehicle is cleaned down before entering any productive areas.
Very High	Vehicle should be cleaned down (inside and out) before accessing property.

Other things to consider in a risk assessment are if the vehicle will be going into productive areas of the property or will be only travelling on formed up roads on the property.

RESOURCE DOCUMENTS & USEFUL WEBSITES

Grains Farm Biosecurity - https://grainsbiosecurity.com.au
Grain Producers Australia - https://www.grainproducers.com.au
Commodity Vendor Declaration - www.graintrade.org.au
Biosecurity Manual for Grain Producers - https://grainsbiosecurity.com.au/resources/biosecurity-manual-for-grain-producers

Codes of Practice

Australian Grain Industry Code of Practice - www.graintrade.org.au/grain-industry-code-practice
Grain Transport Code of Practice - http://www.graintrade.org.au/grain-industry-codes
Australian Seeds Federation National Code of Practice for Seed Labeling and Marketing - www.asf.asn.au

Grain storage

Stored grain information hub - storedgrain.com.au/
Monitoring stored grain on farm - https://grainsbiosecurity.com.au/resources/monitoring-stored-grain-on-farm-booklet

Chemicals

APVMA - apvma.gov.au
Australian Herbicide Resistance Initiative - ahri.uwa.edu.au

Fact sheets

Biosecurity guidelines for contractors, Effective farm wash down facilities and High priority exotic pests of the grains industry - https://grainsbiosecurity.com.au/resources
GRDC - Grain marketing and pesticide residues - grdc.com.au/resources-and-publications/all-publications/factsheets/2014/07/grain-marketing-and-pesticide-residues
GRDC – Integrated Weed Management Manual - grdc.com.au/resources-and-publications/all-publications/publications/2014/07/iwmm

grainsbiosecurity.com.au

GPA Grain Producers Australia

Plant Health AUSTRALIA

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