Retorted goods

Case Description

Effective: 14 September 2021

This case describes the requirements for the importation of retorted goods for human consumption.

Import Destination: Australia

Related Information:

* Risk background: Composite goods (Appendix [3](#Appendix_3))
* Product reference: Retorted goods [See Attachments](#_+ATTACHMENTS_)

Alerts

There are no current alerts applicable to this import case. Users should be aware that alerts can have significant impact on import conditions and, as such, should check this import case on the BICON website regularly.

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Import Scenario Definition

1. Non-personal use containing 5% or more animal product — Retorted aquatics (excluding prawns) and snails

|  |  |  |
| --- | --- | --- |
|  |  | Biosecurity risks are associated with a variety of ingredients. For composite goods, identify the ingredients and then search on BICON for the specific import conditions for each ingredient. |

* 1. Import Requirements

|  |  |
| --- | --- |
| a. | A Department of Agriculture, Water and the Environment import permit is not required. |
| b. | The retorted goods must meet the following import conditions.  To demonstrate compliance with this requirement you must present the following on a Manufacturer's declaration:  A statement that the goods have been retorted and the container in which the goods were retorted has not been opened since the goods were retorted. |
| c. | These goods or any derivatives must not be distributed, sold or used for:   1. animal consumption, or 2. use as bioremediation agents or fertiliser, or 3. growing purposes, or 4. veterinary therapeutic use. |
| d. | **Commercial administrative conditions** Documents must be provided with each consignment which:   1. identify the consignment (if non-personal) e.g. entry number 2. identify all goods being imported as part of this consignment e.g. invoice or waybill or importer’s manifest 3. describe the goods being imported (where not clear).   e.g. 1: Product XRab = Purified protein derived from rabbits  e.g. 2: Product AX = Synthetic antibiotic  e.g. 3: Comte = Cheese. |
| e. | Under the [Biosecurity Charges Imposition (General) Regulation 2016](https://www.legislation.gov.au/Details/F2016L00727) and Chapter 9, Part 2 of the [Biosecurity Regulation 2016](https://www.legislation.gov.au/Series/F2016L00756), fees are payable to the Department of Agriculture, Water and the Environment for all services. Detail on how the department applies fees and levies may be found in the [Charging guidelines](http://www.agriculture.gov.au/fees/charging-guidelines). |
| f. | In addition to the conditions for the goods being imported, non-commodity concerns must be assessed including container cleanliness, packaging and destination concerns, and may be subject to inspection and treatment on arrival. Please refer to the Non-Commodity Cargo Clearance BICON case for further information. |
| g. | Once biosecurity requirements have been met, it is the importer's responsibility to comply with the [Imported Food Control Act 1992](http://www.agriculture.gov.au/import/goods/food) and ensure food being imported is safe and compliant with Australian standards including the [Australia New Zealand Food Standards Code](http://www.foodstandards.gov.au/code/Pages/default.aspx). Consignments of food may be referred for inspection and analysis under the [Imported Food Inspection Scheme](http://www.agriculture.gov.au/import/goods/food/inspection-compliance/inspection-scheme) to verify safety and compliance. Some foods, such as beef and raw milk cheese, are not permitted to be imported without a [recognised foreign government certificate](https://www.agriculture.gov.au/import/goods/food/inspection-compliance/foreign-government-certification). |

* 1. On-Arrival Assessment

The following table lists the possible onshore outcomes for this import scenario:

Table 1:

| **Onshore Outcomes** | | | | **Section** |
| --- | --- | --- | --- | --- |
| Goods arriving as full container load sea freight | All requirements met | | | 1.2.1 |
| All requirements not met | Hold pending documentation | | 1.2.2 |
| Export | Unsupervised | 1.2.3 |
| Supervised | 1.2.4 |
| Partial commodity only | 1.2.5 |
| As transhipment | 1.2.6 |
| Voluntary disposal | Goods disposed of by autoclaving | 1.2.7 |
| Goods disposed of by deep burial | 1.2.8 |
| Goods disposed of by incineration | 1.2.9 |
| Partial commodity disposed | 1.2.10 |
| Goods arriving as less than container load sea freight (exceeds dutiable customs value) | All requirements met | | | 1.2.11 |
| All requirements not met | Hold pending documentation | | 1.2.12 |
| Export | Unsupervised | 1.2.13 |
| Supervised | 1.2.14 |
| Partial commodity only | 1.2.15 |
| As transhipment | 1.2.16 |
| Voluntary disposal | Goods disposed of by autoclaving | 1.2.17 |
| Goods disposed of by deep burial | 1.2.18 |
| Goods disposed of by incineration | 1.2.19 |
| Partial commodity disposed | 1.2.20 |
| Goods arriving as air freight (exceeds dutiable customs value) | All requirements met | | | 1.2.21 |
| All requirements not met | Hold pending documentation | | 1.2.22 |
| Export | Unsupervised | 1.2.23 |
| Supervised | 1.2.24 |
| Partial commodity only | 1.2.25 |
| As transhipment | 1.2.26 |
| Voluntary disposal | Goods disposed of by autoclaving | 1.2.27 |
| Goods disposed of by deep burial | 1.2.28 |
| Goods disposed of by incineration | 1.2.29 |
| Partial commodity disposed | 1.2.30 |
| Goods arriving as mail or passenger baggage | All requirements met | | | 1.2.31 |
| All requirements not met | Hold pending documentation | | 1.2.32 |
| Export | | 1.2.33 |
| Voluntary disposal | | 1.2.34 |
| Goods arriving as freight (below dutiable customs value) | | | | 1.2.35 |
| Goods arriving as break bulk or bulk cargo sea freight | | | | 1.2.36 |

* + 1. Goods arriving as full container load sea freight — All requirements met

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Release  The goods may be released from biosecurity control as all import conditions have been met. |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Hold pending documentation

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Re-present all documentation  The importer or nominated agent must re-present all required documentation to the department as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Export — Unsupervised

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Exportation  The goods are to be exported. |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Export — Supervised

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Export  The goods are to be directed for export. The export must be supervised by biosecurity staff and the export bill must be presented to the Department of Agriculture, Water and the Environment. |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Export — Partial commodity only

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Partial exportation  The remainder of the goods on the one line or container cannot be finalised in AIMS until after the export direction has been completed. |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Export — As transhipment

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Transhipment exportation  The goods are to be exported from Australian territory in accordance with the Department of Agriculture, Water and the Environment requirements. |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Voluntary disposal — Goods disposed of by autoclaving

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by autoclaving.   |  |  | | --- | --- | | AA Site: | 8.3 - Autoclave | |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Voluntary disposal — Goods disposed of by deep burial

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by deep burial.   |  |  | | --- | --- | | AA Site: | 8.2 - Deep Burial | |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Voluntary disposal — Goods disposed of by incineration

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by Incineration.   |  |  | | --- | --- | | AA Site: | 8.1 - Incineration | |

* + 1. Goods arriving as full container load sea freight — All requirements not met — Voluntary disposal — Partial commodity disposed

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by an approved method at an AA site.   |  |  | | --- | --- | | AA Site: | 8.4 - Disposal Facilities - All other treatments for biosecurity waste | |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements met

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Release  The goods may be released from biosecurity control as all import conditions have been met. |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Hold pending documentation

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Re-present all documentation  The importer or nominated agent must re-present all required documentation to the department as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — Unsupervised

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Exportation  The goods are to be exported. |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — Supervised

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Export  The goods are to be directed for export. The export must be supervised by biosecurity staff and the export bill must be presented to the Department of Agriculture, Water and the Environment. |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — Partial commodity only

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Partial exportation  The remainder of the goods on the one line or container cannot be finalised in AIMS until after the export direction has been completed. |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — As transhipment

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Transhipment exportation  The goods are to be exported from Australian territory in accordance with the Department of Agriculture, Water and the Environment requirements. |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Goods disposed of by autoclaving

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by autoclaving.   |  |  | | --- | --- | | AA Site: | 8.3 - Autoclave | |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Goods disposed of by deep burial

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by deep burial.   |  |  | | --- | --- | | AA Site: | 8.2 - Deep Burial | |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Goods disposed of by incineration

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by Incineration.   |  |  | | --- | --- | | AA Site: | 8.1 - Incineration | |

* + 1. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Partial commodity disposed

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by an approved method at an AA site.   |  |  | | --- | --- | | AA Site: | 8.4 - Disposal Facilities - All other treatments for biosecurity waste | |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements met

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Release  The goods may be released from biosecurity control as all import conditions have been met. |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Hold pending documentation

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Re-present all documentation  The importer or nominated agent must re-present all required documentation to the department as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — Unsupervised

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Exportation  The goods are to be exported. |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — Supervised

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Export  The goods are to be directed for export. The export must be supervised by biosecurity staff and the export bill must be presented to the Department of Agriculture, Water and the Environment. |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — Partial commodity only

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Partial exportation  The remainder of the goods on the one line or container cannot be finalised in AIMS until after the export direction has been completed. |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — As transhipment

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Transhipment exportation  The goods are to be exported from Australian territory in accordance with the Department of Agriculture, Water and the Environment requirements. |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Goods disposed of by autoclaving

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by autoclaving.   |  |  | | --- | --- | | AA Site: | 8.3 - Autoclave | |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Goods disposed of by deep burial

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by deep burial.   |  |  | | --- | --- | | AA Site: | 8.2 - Deep Burial | |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Goods disposed of by incineration

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by Incineration.   |  |  | | --- | --- | | AA Site: | 8.1 - Incineration | |

* + 1. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Voluntary disposal — Partial commodity disposed

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Present all documentation  The importer or nominated agent must present all required documentation to the Department of Agriculture, Water and the Environment as part of the import procedure.   |  |  | | --- | --- | | AA Site: | 20.0 - Department of Agriculture, Water and the Environment Regional Office | |
| b. | Voluntary disposal  The goods are to be disposed of by an approved method at an AA site.   |  |  | | --- | --- | | AA Site: | 8.4 - Disposal Facilities - All other treatments for biosecurity waste | |

* + 1. Goods arriving as mail or passenger baggage — All requirements met

|  |  |
| --- | --- |
| a. | Release  The goods may be released from biosecurity control as all conditions have been met. |

* + 1. Goods arriving as mail or passenger baggage — All requirements not met — Hold pending documentation

|  |  |  |  |
| --- | --- | --- | --- |
| a. | Secured  The goods are to be secured pending further advice or investigation.   |  |  | | --- | --- | | AA Sites: | 20.0 - Department of Agriculture, Water and the Environment Regional Office  21.1 - Sea Ports  21.2 - Airports  22.0 - Mail | |

* + 1. Goods arriving as mail or passenger baggage — All requirements not met — Export

|  |  |
| --- | --- |
| a. | Exportation  The goods are to be exported or returned to sender. |

* + 1. Goods arriving as mail or passenger baggage — All requirements not met — Voluntary disposal

|  |  |
| --- | --- |
| a. | Voluntary disposal  The goods are to be disposed of. |

* + 1. Goods arriving as freight (below dutiable customs value)

|  |  |
| --- | --- |
| a. | Self Assessed Clearance (SAC) assessment  Any goods, and accompanying documentation, arriving into Australia, are subject to [Self assessed clearance (SAC) declaration processing](http://iml.agdaff.gov.au/_layouts/15/DocIdRedir.aspx?ID=IMLS-12-1764).  If this assessment reveals remedial action is required, the importer will be informed. Remedial action could include treatment of the goods, export or disposal.  If the Department of Agriculture, Water and the Environment has not approved import conditions for goods that arrive in Australia, these goods will be subject to export or disposal at the importer’s expense. |

* + 1. Goods arriving as break bulk or bulk cargo sea freight

|  |  |  |
| --- | --- | --- |
|  |  | This mode of arrival is not commonly used with this consignment type. As a result, Department of Agriculture, Water and the Environment biosecurity has not developed decision support for this arrival mode. Please either choose an alternative arrival mode or contact the Department of Agriculture, Water and the Environment for further information. |

Appendix 1: Documentation Requirements

The information below describes the requirements for documentation presented to the Department of Agriculture to support the risk assessment of imported goods.

Manufacturer's declaration

A declaration provided by the manufacturer of the goods, which is specific to the goods in the consignment and attests to the condition/processing/treatment of the goods.

A manufacturer is the entity that has made/manufactured/produced/processed the goods that are being imported.

This document must meet the relevant overarching and consignment-specific requirements outlined below.

|  |  |
| --- | --- |
| a. | **Complete -** All prescribed information required to be on a document must be present and complete. Additional prescribed information below:   1. The document must have been issued and dated within the last six months, unless otherwise specified. 2. The document must be on the manufacturing company's letterhead and include their name and address. 3. Declarations must include the employee name and their title within the company of the person issuing the document. 4. The document must contain the correct statement(s) as required by the import conditions. 5. The document must be specific to the good(s) and consignment unless otherwise stated in BICON, an import permit, or the [department's website](http://www.agriculture.gov.au/import/goods/food) for food subject to the Imported Food Inspection Scheme. 6. Declarations will only be accepted from the company that manufactured/produced the goods (either the specific site or head office within the country of export) unless stated otherwise. |
| b. | **Legible** - All prescribed information required to be on a document must be legible. |
| c. | **Valid** - Many documents, such as import permits, are subject to a validity period. Presented documents must comply with the validity requirements specified for that class of document. |
| d. | **In English** -All prescribed information required to be on a document must be in English. Exceptions to this rule include:   1. company letterheads do not need to be translated into English but must be in English characters (roman alphabet). 2. commercial, transport and government certification that are required to comply with international standard formats. 3. signatures and names of individuals.   Where a document cannot be provided in English, an affidavit will be accepted from either:   1. that country’s consulate in Australia. 2. the Australian embassy in the place of origin. 3. a translator accredited by the National Accreditation Authority for Translators and Interpreters Ltd. |
| e. | **Free from erasures and alterations** - All prescribed information on a document must be free from erasures and alterations unless endorsed by an employee of the company who issued the document, or an authorised government official from the government department who issued a certificate. The only acceptable endorsement is a company stamp or seal signed by the company employee (including printed name) or a government stamp or seal signed by a government employee (including printed name) applied adjacent to the alteration. |
| f. | **Multiple page documents** - Multi page document must:   * include a consignment-specific link on all pages of the document. For example, commercial invoices (or similar) must contain the documents individual reference number (e.g. invoice number) or a numerical link on each page of the document. * contain an endorsement on the final page of the document, following the information that is being endorsed.   Where a government issued document has noted attachments, the attachments can follow the endorsement. Where an international standard relating to the issuing of veterinary, government or phytosanitary certification does not explicitly require a link on each page of a multiple page certificate, the department will accept the document linkage on the first page of the certificate. For further information about international standards for veterinary, government and phytosanitary certificates please refer to sections 4.3.3, 4.3.4 and 4.3.5 of this policy.  Where a non-government issued document has noted attachments, the attachments are required to meet all of the overarching document requirements contained in section 1 of this policy inclusive of endorsement. |
| g. | **Endorsed** - Unless otherwise stated in BICON, on an import permit or on the [department's website](http://www.agriculture.gov.au/import/goods/food) for food subject to the Imported Food Inspection Scheme, all documents must be endorsed by an employee of the organisation, corporation, or government authority issuing the document. An endorsement must:   1. be an acceptable signature, electronic signature or stamp as defined in the Definitions section of this policy. 2. appear after the information that the signatory is endorsing.   Where a document has noted attachments, the endorsement can be made before the attachments, refer to section 1.6 of this policy. |
| h. | **Date of issue** -All documents must identify the date the document was issued including the day, month and year. Packing declarations may contain vessel/voyage number which can be used if a date of issue is not present on the document. |
| i. | **Consignment specific link -** All documents that are relied on to assess the level of biosecurity risk must have a unique consignment-specific link. Examples of consignment identification include:   * container numbers * bill numbers * commercial invoice numbers * lot codes * preferential tariff certificate numbers * packing list numbers * letter of credit numbers.   Where a document does not contain one of the accepted forms of consignment identification, a numerical link to another document that does contain appropriate consignment identification must be present.  Examples of acceptable numerical links include:   * order numbers * reference numbers * any other internal reference numbers used by overseas companies * vessel/voyage references * flight number and arrival date.   Numerical links alone cannot be used as consignment identification links.  Unacceptable numerical links are references that could be present in previous or subsequent consignments and relate to a model, type or standardised item number. Examples of unacceptable numerical links include:   * number of packages * weights * dates * stockkeeping unit * item codes.   Note1: Annual packing declarations and Imported Food Inspection Scheme importer declarations are exempt from having consignment-specific links.  Note2: For acceptable consignment identification on phytosanitary certificates refer to sections 4 and 5 of [ISPM 12](https://www.ippc.int/en/publications/609/). |
| j. | **Conflicting information on documents** - Where there is conflicting information contained within a document, the document must not be accepted. Conflicting information occurs when prescribed information on one part of the document conflicts with other prescribed information on the same document. |

|  |  |  |
| --- | --- | --- |
|  |  | For further information, please refer to the [Minimum documentary and import declaration requirements policy](http://www.agriculture.gov.au/import/arrival/clearance-inspection/documentary-requirements/minimum-document-requirements-policy). |

Appendix 2: References

This appendix contains a consolidated list of referenced items:

Australia New Zealand Food Standards Code

1. <http://www.foodstandards.gov.au/code/Pages/default.aspx>

Biosecurity Charges Imposition (General) Regulation 2016

1. <https://www.legislation.gov.au/Details/F2016L00727>

Biosecurity Regulation 2016

1. <https://www.legislation.gov.au/Series/F2016L00756>

Charging guidelines

1. <http://www.agriculture.gov.au/fees/charging-guidelines>

department's website

1. <http://www.agriculture.gov.au/import/goods/food>

Imported Food Control Act 1992

1. <http://www.agriculture.gov.au/import/goods/food>

Imported Food Inspection Scheme

1. <http://www.agriculture.gov.au/import/goods/food/inspection-compliance/inspection-scheme>

ISPM 12

1. <https://www.ippc.int/en/publications/609/>

Minimum documentary and import declaration requirements policy

1. <http://www.agriculture.gov.au/import/arrival/clearance-inspection/documentary-requirements/minimum-document-requirements-policy>

Product reference: Retorted goods

1. <http://biconnet.daff.gov.au/BICONWeb/ViewElement/element/GetFile?elementPK=872914&fileResourcePK=550755>

recognised foreign government certificate

1. <https://www.agriculture.gov.au/import/goods/food/inspection-compliance/foreign-government-certification>

Risk background: Composite goods

1. <http://biconnet.daff.gov.au/BICONWeb/ViewElement/element/GetFile?elementPK=1391298&fileResourcePK=863832>

Appendix 3: Rationale

This appendix contains information that gives further details about the risk assessment or decisions relevant to the importation of the goods specified in this case or procedure:

Risk background: Composite goods

[Risk background: Composite goods](https://bicon.agriculture.gov.au/BICONWeb4.0/ViewElement/element/GetFile?elementPK=1391298&fileResourcePK=863832)

Appendix 4: Glossary

The following provides a definition of words or phrases that are found within the text. Some of these have a special meaning in relation to the importation or treatment of goods entering Australia and may be important to understand in meeting the conditions for import.

|  |  |
| --- | --- |
| Approved Arrangement Site (AA Site) | An arrangement approved under Section 406 of the Biosecurity Act 2015 (Cwlth) which permits a biosecurity industry participant to carry out specified activities to manage biosecurity risks associated with particular goods, premises or other things. |
| hermetically | Hermetically-sealed container means a container that is airtight when sealed. |

Appendix 5: Question and Answers

The following table lists the answers you provided about the import(s).

| Import Question | Your Answer |
| --- | --- |
| Which of the following best describes your goods?  Retorting refers to the process of cooking food in an unopened, hermetically sealed container for a duration, and to a temperature, sufficient to make the contents commercially sterile. Vacuum-packed products are NOT retorted.  For more information on retorted products and acceptable packaging, please refer to the following: [Product reference: Retorted goods](https://bicon.agriculture.gov.au/BICONWeb4.0/ViewElement/element/GetFile?elementPK=872914&fileResourcePK=550755). | Goods for non-personal use containing 5% or more animal product |
| Which of the following best describes the goods? | Retorted aquatics (excluding prawns) and snails |

Appendix 6: Document Options

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Context & Inclusions  User Context: External   |  |  |  |  | | --- | --- | --- | --- | |  | Appendix - Annexes |  | Appendix – Scientific Names | |  | Appendix – Documentation Requirements |  | Element Identifiers | |  | Appendix - Glossary |  | What’s Changed | |  | Appendix – Questions and Answers |  | Onshore Management | |  | Appendix – Rationale |  | Main Processing Path Only | |  | Appendix – References (Files and URLs) |  | Procedures | |  |  |  |  | |
| Authoring Aids & Outputs  Output Format: WORD |

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See https://bicon.agriculture.gov.au/BiconWeb4.0 for further details.

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Product reference: Retorted goods

[Product reference: Retorted goods](https://bicon.agriculture.gov.au/BICONWeb4.0/ViewElement/element/GetFile?elementPK=872914&fileResourcePK=550755)