

FACILITY BORDER COMPLIANCE

Section 77G Depots

Section 79 Warehouses

Biosecurity Approved Arrangements

Regulated Air Cargo Agents (RACA)



COMPLIANT WITH YOUR ARRANGEMENT

- How to be compliant
- Common non-compliance
- What to do if you are not compliant
- Sanctions for non-compliance



77G and 79 WAREHOUSE

How to be compliant:

- Know your requirements
- Know where to find recent changes (actively seek)
 - Australian Customs notices
 - Department website
- Recommended: undertake your own audits
- At a minimum have a strong checklist system
- Document control. Have documents in order & accessible as required
- Train your staff
- Identify an accountable person
- Your licence should be integrated in business practice



77G & 79 WAREHOUSE

Common non-compliance:

- Out turning goods
- Underbond movements
- Time up goods
- Infrastructure (deadhouse, signage)
- Staff lists
- Visitor procedures



77G & 79 WAREHOUSE

Common non-compliance:

Visitor sign in books:

- Are they complete including photo identification?
- Does it state who they are visiting?
- Does it log time in and time out?

Staff lists:

- Are your staff lists up to date?
- Are ALL current staff on the list?
- Is the identification presented current?
- Is the residential address correct?
- Are ID cards valid?
 - ASIC
 - MSIC
 - WADSIC



BIOSECURITY APPROVED ARRANGEMENTS

How to be compliant:

- Be across your AA requirements & general policies
- Know where to find recent changes (actively seek)
 - Biosecurity notices
 - Department website
- Recommended: undertake your own audits
- At a minimum have a strong checklist system
- Document control
- Have documents in order & accessible as required
- Biosecurity Export Establishment: update your manuals
- Train your staff.



BIOSECURITY NEW INFRINGEMENT LEVEL

Enforceable undertaking:

- Voluntary offering
- Undertake specific actions
- Legally binding



REGULATED AIR CARGO AGENT (RACA)

How to be compliant:

- Regularly review and update your TSP (accountable person)
- Train your staff in TSP & EACE requirements
- TSP should be a regular feature of management & staff meetings
- Ensure changes to TSP are communicated & approved by the Department
- Self audits are not recommended - they are **REQUIRED**
- Create good checklists. Compliance must be demonstrated over time.



REGULATED AIR CARGO AGENT

Common non-compliance:

- Not following TSP and EACE notice
- Testing of equipment not regularly undertaken
- Warehouse security not met
- Key staff changes not notified to the department
- Vehicles not locked
- Staff unaware of TSP or EACE notice requirements
- Visitor sign in processes insufficient
- Failure to undertake in-house audits.



NON-COMPLIANT? WHAT DO YOU DO?

- Firstly, be the one to find it
- Does this require reporting? Be transparent
- Diagnose the issue
- Put processes in place to address the non-compliance
- There may be more than one process (or action) for a single non-compliance
- Put a plan in place to review and revisit
- Ask for help/seek advice
- Be proactive and consistent



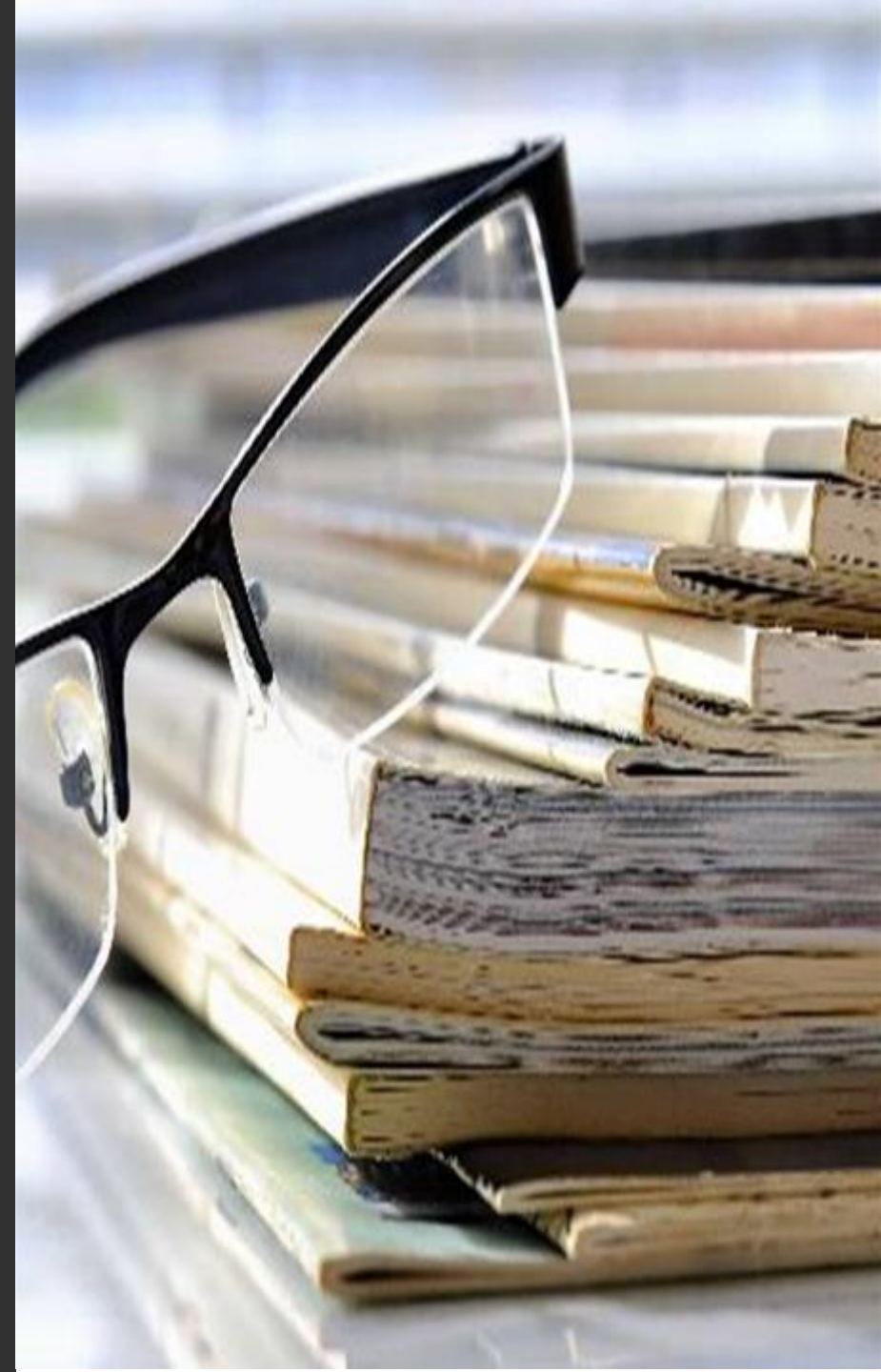
NON-COMPLIANCE & SANCTIONS

- Non-compliance – Corrective Action Request
- Increased audit rate
- Suspension of certain OR all functions
- Infringement notice (individual and/or company)
- Civil penalty proceedings
- Injunctions
- Enforceable undertaking
- Civil or criminal sanctions



RECAP

- Know **your** requirements
- Keep up to date with updates and changes
- Undertake your own inhouse audits – develop checklists against your specific requirements
- Be organised – ensure your documentation is easily accessible
- Be transparent with governing Department/s
- Be proactive - if you are unsure of your responsibilities, seek advice



QUESTIONS

