

FRESH FRUIT AND VEGETABLE EXPORT REQUIREMENTS

This diagram is provided as an overview. Click on each step for a link to more information



PREPARATION

1. Export regulatory requirements

Exporters should familiarise themselves with export regulatory requirements and must comply with Australian regulations and any importing country requirements.

2. Registration of facilities that handle fresh fruit and vegetable exports

Exporters may need to register some facilities that handle fresh fruit and vegetables for export, if required by Australian regulations and/or the importing country authority.

3. Treatment and other control measures

Treatments and a diverse range of other pest control measures may be required by the importing country authority to control quarantine pests of concern.

4. Phytosanitary inspections of goods, packaging and transport units

A range of inspections may be required by the importing country authority, taking place at facilities that must be registered with the Department of Agriculture and Water Resources.



SHIPPING

5. Terms of Trade

International Commercial Terms (Incoterms) may vary between consignments and determine who is responsible for the movement of exports at every stage of transport.

6. Certification of consignment

All "prescribed goods" under Australian law (such as fresh fruit and vegetables) must have an export permit issued by the Department of Agriculture and Water Resources prior to the export of the consignment.

7. Border documentation

The minimum documentation required to export goods includes a packing list, commercial invoice and an Export Declaration Number (EDN) issued through the Department of Immigration and Border Protection's Integrated Cargo System (ICS).

8. Shipping documentation

Shipping documentation differs between air and sea freight and is additional to border documentation.



IN-MARKET

9. Importing country port

Customs duties, taxes and port clearance fees must be paid. Importers may be able to claim preferential tariff rates (including FTA benefits) if the appropriate paperwork is available with the consignment.

10. Importing country border clearance

Importing country authorities may have a range of clearance procedures in place including physical inspections, sampling for laboratory tests/analysis and assessment of export certification.



Australian Government



PREPARATION

1. Export regulatory requirements

Plant export regulatory requirements

Exporters are responsible for checking the export regulatory requirements for their commodities before exporting. These can include phytosanitary control measures, sanitary requirements (including maximum residue levels), packaging and labelling requirements and import taxes or tariffs. There may also be requirements for export certification by government agencies as part of these steps.

Phytosanitary regulatory requirements

The Department of Agriculture and Water Resources (DAWR) is responsible for phytosanitary regulatory requirements for plant export commodities. DAWR may be required to issue export certification for particular plant export commodities. This export certification is evidence that DAWR is satisfied that the plant export commodities have met all phytosanitary regulatory requirements.

There are two types of phytosanitary regulatory requirements. Australian legislative requirements are set by DAWR under the *Export Control Act 1982* and its subordinate legislation. The importing country's requirements are set by the importing country's authority. Exporters are responsible for making sure their export commodities meet both Australian legislative requirements AND the importing country's requirements.

Australian legislative requirements

Exporters can find the Australian legislative requirements in the *Export Control Act 1982* and its subordinate legislation. DAWR's supporting policy and procedures can be found in the [Plant Export Operations Manual](#) (PEOM). This is maintained by DAWR to ensure that all plant export commodities meet Australian legislative requirements.

Importing country requirements

Exporters can find each importing country's phytosanitary requirements online in the Manual of Importing Country Requirements – Plants ([MICoR Plants](#)).

When checking MICoR Plants, exporters should consider the practicalities of the phytosanitary requirements for export from their region to the market. For example, exporters would need to consider the cost involved in transporting a product produced in the Northern Territory that requires a phytosanitary treatment that can only be conducted in Victoria. So even if the product has market access, this market may not be commercially viable for some exporters.

What you need to do

- Check DAWR's phytosanitary requirements in the **Plant Export Operations Manual (PEOM)**.
- Check the importing country's phytosanitary requirements on MICoR Plants.
 - » Note: Both the PEOM and MICoR Plants are web-based services publicly available at no cost.
- Understand all other export requirements (e.g. tariffs and customs requirements).

Timeframes

When DAWR is supplied with new or updated importing country requirements, it aims to update information in [MICoR Plants](#) within five business days of receiving advice/import permits.

USEFUL LINKS

[Plant Export Operations Manual](#)

[MICoR Plants](#)

[Guideline: Issuance of certificate for plant exports](#)

[Plant Export Operations Branch Service Charter May 2013](#)

PREPARATION

2. Registration of facilities that handle fresh fruit and vegetable exports

Registration of inspection and handling establishments

Certain establishments need to be registered with DAWR if they are preparing or inspecting plant export commodities. Different requirements apply to various types of establishments and are intended to manage the risks that the different establishments pose to the integrity of the commodities being prepared and inspected at that specific location.

To register an establishment, the occupier of the establishment needs to submit an application to DAWR. Establishments may be registered for more than one export function. Once DAWR is satisfied that the requirements have been met for all export functions, the establishment will be registered and a certificate of registration sent to the occupier. DAWR will then conduct regular audits to check that the establishment continues to comply with all requirements for its registered export functions. Further information can be found in [Volume 7 – Registration of establishments for export](#) of the Plant Export Operations Manual.

Registration of growers, packhouses and treatment facilities

Some countries may require registration of growers, packhouses and treatment facilities for certain commodities. These requirements are intended to manage the risks associated with production activities, packhouse activities and treatments associated with a particular commodity's export pathway. Further information can be found in the relevant [MICoR Plants](#) section.

What you need to do

- Establishment occupier submits an application to DAWR for registration of their establishment.
- Establishment is inspected by DAWR.
 - » Cost: \$600 establishment fee, then depending on the category:
 - \$600 fee for small grower-exporters or
 - \$3,000 for establishments exporting to nonprotocol markets or
 - \$6,000 for establishments exporting to protocol markets.
- Occupier receives certificate of registration.
- Exporters and occupiers need to register for Industry Advisory Notices (IAN) from DAWR to be alerted to deadlines for registration and inspection for markets and commodities that have additional requirements.
- Exporters need to make sure their goods are inspected and handled at an establishment that has been registered with DAWR.

Timeframe for registration process

You need to register your establishment for the export of plant commodities. DAWR will aim to undertake a physical inspection of the establishment within three business days of your request for an appointment. The inspection may take up to five business days to complete, depending on the establishment's size and operations. DAWR requires 20 business days to process documentation following the physical inspection and written confirmation by the regional office that the facility meets registration requirements.

USEFUL LINKS

[Plant Export Operations Manual – Volume 7](#)

[Department of Agriculture and Water Resources:](#)

[Charging Guidelines](#)

[Plant Export Operations Branch Service Charter May 2013](#)

[MICoR Plants](#)

[Export Industry Advisory Notices](#)

[– Plant Export Operations](#)

PREPARATION

3. Treatment and other control measures

Pest-free areas

An importing country authority may recognise that Australia, or a certain area within Australia, is free of a particular pest. If this is the case, then export commodities may be sourced from these pest-free areas without the need for any treatments.

DAWR may require evidence of a pest-free area. Further information can be found in the [Work Instruction: Validating supporting documents for plant exports](#).

Phytosanitary treatments

If Australia, or a certain area in Australia, is not free of a particular pest, then a phytosanitary treatment may be required by the importing country's authority. Phytosanitary treatments can include a range of processes – such as temperature, fumigation or irradiation – that are applied after harvest and prior to export. It is important to note that certain treatments may only be available in certain locations in Australia and so exporters need to consider potential transport costs.

Treatments may also involve the application of a pesticide during the growing and storage of the crops. All treatments applied onshore in Australia must comply with any local, state or Commonwealth requirements. For example, the use of agricultural chemical pesticides must comply with the requirements of the Australian Pesticides and Veterinary Medicines Authority (APVMA). An importing country authority may also set additional requirements for particular treatments. For example, an importing country authority may set maximum residue limits for certain chemicals.

DAWR may require evidence of a treatment that has been applied to plant export commodities.

Further information can be found in the [Work Instruction: Validating supporting documents for plant exports](#).

What you need to do

- Provide evidence for pest-free areas as required by the [Work Instruction: Validating supporting documents for plant exports](#).
- Apply treatments to meet DAWR's requirements as per the [Plant Export Operations Manual](#) AND the importing country's requirements as per [MICoR Plants](#).
- Provide evidence for any treatments applied as required by the [Work Instruction: Validating supporting documents for plant exports](#).

Timeframe for applying phytosanitary treatments

This covers the application of the treatment and does not include any logistics before or after the treatment.

- **Onshore cold treatment** – up to 3–4 weeks and must be completed before transport to importing country
- **In-transit cold treatment** – up to 3–4 weeks but can be completed during transport to importing country
- **Irradiation treatment** – up to 24 hours
- **Methyl bromide fumigation** – up to 24 hours.

USEFUL LINKS

[Work Instruction: Validating supporting documents for plant exports](#).

[Plant Export Operations Manual](#)

[MICoR Plants](#)

PREPARATION

4. Phytosanitary inspections of goods, packaging and transport units

Phytosanitary inspections of commodities

Exporters need to determine if their plant export commodities require a phytosanitary inspection as per the [Guideline: Issuance of certification for plant exports](#) and [MiCoR Plants](#). To lodge their intent to export, the exporter or a representative of the exporter, must submit an electronic Request for Permit (RFP) through DAWR's Export Documentation System (EXDOC). To be able to submit an RFP through EXDOC, an individual must be trained and deemed competent by DAWR.

Phytosanitary inspections of commodities may be conducted by DAWR's authorised officers or industry-authorised officers. To book a DAWR authorised officer, the exporter must request an inspection appointment using the Request for plant exports inspection appointment form.

Packaging and transport units

Plant export commodities must be exported in packaging, containers and vessels that are adequate to protect the goods while in transit to the importing country.

To make sure commodities meet Australia's export legislative requirements, DAWR has requirements for the packaging, containers and vessels used for plant export commodities that must be met regardless of the importing country's requirements. These requirements can be found in the [Plant Export Operations Manual](#) (PEOM).

Exporters can find an importing country's requirements for packaging, containers and/or vessels online in the [MiCoR Plants](#).

Phytosanitary inspections of transport units may be conducted by DAWR authorised officers or industry-authorised officers. To book a DAWR authorised officer, the exporter must request an inspection appointment using the Request for plant exports inspection appointment form.

Authorised officers

Authorised officers (AOs) are trained individuals who are authorised under the *Export Control Act 1982* to perform specific export inspection functions in accordance with Australian export legislation. AOs can be employed by DAWR or be industry-employed individuals working on behalf of DAWR. When undertaking these export inspection functions, AOs are regarded as Australian Government officials. AOs may conduct a range of functions for a number of commodities, based on their training and assessment history. Further information can be found [here](#).

Inspections by DAWR authorised officers are charged in accordance with the charging guidelines. Further information can be found in [DAWR's Charging Guidelines](#).

What you need to do

- Complete EXDOC test environment training and be deemed competent by DAWR.
- Submit an RFP through EXDOC.
- Have your products inspected
 - » Using a DAWR authorised officer:
 - Submit a request for plant exports inspection appointment.
 - Cost: \$36/15min core inspection; \$75/15min additional inspection.
 - » Using an industry-authorised officer:
 - Package and transport your commodities as per DAWR's requirements in the PEOM AND MiCoR Plants.

Timeframes

Training in EXDOC

For the Electronic Export Certification team to deem whether you are competent within the EXDOC Test environment, DAWR will aim to assess your data within five working days of receipt of your email notification. The EXDOC training period is only limited by the Electronic Data Interchange (EDI) User, but DAWR will require the specified time to assess test data and provide a written outcome. You will be promoted from the EXDOC Test environment to the EXDOC Production environment once you have demonstrated competency in electronic export certification functionality.

Inspection appointments

If you require an officer to inspect goods at a registered establishment, DAWR will aim to provide an officer within three business days of your request for an appointment.

DAWR will aim to provide an inspection for goods exported by air freight within 24 hours of your request for an appointment and an inspection for goods exported by sea freight within three business days of your request for an appointment.

If you need to register as an authorised officer (AO), DAWR will aim to assess your application within 15 business days of receiving your application and the payment of the application fee. When all training, assessment and further documentation have been completed, DAWR will require a further 10 business days to provide an Instrument of Appointment.

N.B. The length of time for an industry AO to progress from application to appointment depends largely on the AO's readiness to move through the training and assessment process.

USEFUL LINKS

[Guideline: Issuance of certification for plant exports](#)

[MICoR Plants](#)

[Plant Export Operations Manual](#)

[Request for plant exports inspection appointment](#)

[Department of Agriculture and Water](#)

[Resources: Charging Guidelines](#)

SHIPPING

5. Terms of Trade

Export delivery requirements will depend on the International Commercial Terms (Incoterms). Incoterms are rules for the interpretation of trade terms and help traders in different countries to understand one another by ensuring the buyer and seller know:

- who is responsible for the cost of transporting the goods, including insurance, taxes and duties
- where the goods should be picked up and transported to
- who is responsible for the goods at each step of delivery.

Australian horticultural exporters with limited supply partnerships should consider a freight forwarder and/or customs broker to ensure the smooth delivery of their goods to the buyer.

There are a number of organisations that offer export training, including state governments, Export Council of Australia and Chambers of Commerce.

Austrade, Hort Innovation and Australian Horticultural Exporters' and Importers' Association have produced a tool to help horticulture producers consider the right path for their business: direct export, e-commerce or working with a domestic consolidator and/or brand owner.

What you need to do

- Ensure you understand your delivery requirements (e.g. Incoterms).
- Engage a freight forwarder and/or customs broker.

USEFUL LINKS

[Business channels to market for fresh fruit and vegetable exports](#)

SHIPPING

6. Certification of consignment

The minimum documentation required to export goods includes:

- packing list
- commercial invoice.

Other commercial documentation related to the export of goods can include:

- Shipper's Letter of Instruction
- purchase order
- insurance certificate
- payment information
- Certificate of Origin (CoO).

A CoO certifies that the horticultural goods for export are from Australia and are required to access preferential arrangements under a free trade agreement (FTA).

A CoO is also required if the importer needs to verify the import is consistent with their import licence.

A CoO can be obtained from a range of organisations including Ai Group nationally and nominated Chambers of Commerce within each state. The service is fee-based. Fees vary from state to state but are normally between \$30 and \$50. More information can be found at Austrade's [website](#).

An Export Declaration Number (EDN) is required if the exports have a value of \$2,000 or more. An EDN can be obtained through a customs broker or directly through the [Department of Immigration and Border Protection's Integrated Cargo System \(ICS\)](#).

What you need to do

- Prepare all the relevant export documentation.
- Obtain a Certificate of Origin to gain preferential access under an FTA.
- Obtain an Export Declaration Number.

USEFUL LINKS

[Free Trade Agreements](#)

SHIPPING

7. Border documentation

Phytosanitary export certification

Plant export commodities need export certification issued by DAWR and be exported from Australia within 28 days of passing the phytosanitary inspection in Step 4, or within a shorter timeframe if specified by the importing country authority.

DAWR is responsible for issuing export certification as to the phytosanitary status of plant export commodities. Export Permits are required for particular plant commodities exported from Australia. Exporters must also determine whether the importing country authority requires additional government certification such as a Phytosanitary Certificate. A Phytosanitary Certificate is issued by DAWR as evidence that it is satisfied the importing country's phytosanitary requirements have been met. These requirements may include pest-free area status, the application of a phytosanitary treatment, or inspection for pests and/or diseases before or after harvest.

Export certification must be issued before the commodity leaves Australia. Exporters need to submit a request for export certification to DAWR, which may require evidence from the exporter to enable it to issue the certification. DAWR will need to assess the evidence provided. This may include documentation of inspection results, treatment certificates, transfer certificate and test results. DAWR will only authorise a consignment once this documentation is correct.

Further information can be found in the [Guideline: Issuance of certification for plant exports](#) and the [Work Instruction: Validating supporting documents for plant exports](#).

What you need to do

- Submit request for export certification and provide all required supporting documentation.
- Receive export permit.
 - » Cost: \$12 per export permit.
- Receive Phytosanitary Certificate and/or other certification (if applicable).
 - » Cost: \$50 per electronic phytosanitary certificate. \$500 for any replacement documents. Visit [DAWR](#) for up-to-date fees and charges.

Timeframes

Request for manual export certification

DAWR needs three business days to assess documentation and issue manual export certification.

Request for electronic export certification

DAWR needs three business days for sea freight and one business day for air freight to assess documentation and issue manual export certification.

USEFUL LINKS

[Guideline: Issuance of certification for plant exports](#)

[Work Instruction: Validating supporting documents for plant exports](#)

[DAWR fees and charges](#)

SHIPPING

8. Shipping documentation

Plant export commodities need export certification issued by DAWR and be exported from Australia within 28 days of passing the phytosanitary inspection in Step 4, or within a shorter timeframe if specified by the importing country authority.

For sea freight, a Pre-Receipt Advice (PRA) for each sea freight container must be obtained. There are several ways to obtain a PRA including: custom applications, commercial off-the-shelf software, or hosted applications on the internet such as [Exportnet](#).

A shipper's Letter of Instruction and the PRA are used to produce a Bill of Lading (B/L). A B/L is a legal document which confirms that the export cargo has been accepted by the shipping company. It acts as a receipt of goods by the shipping company and enables the importer to take delivery at the receiving port.

Export wharfage fees (or terminal handling fees) are levied for the maintenance of Australian seaports and harbour facilities and are usually included in shipping companies' freight charges.

Air freight follows the same procedures as export by sea freight. However, instead of receiving a B/L, the airline or freight forwarder will provide an Airway Bill as receipt of cargo.

During shipment, goods may be required to undergo in-transit treatments to meet the importing country's requirements.

What you need to do

- Check that the departure date of the goods is within the timeframe specified by DAWR and the importing country authority.
- Obtain a PRA.
- Obtain a B/L (for sea freight or an Airway Bill (for air freight).
- Pay export wharfage fees, if sea freighted.
- Provide any export certification issued by DAWR.
- Treat goods in-transit, if required.

IN-MARKET

9. Importing country port

Custom duties are paid on arrival in the destination market, and are often accompanied by additional taxes and currency controls.

Customs duties on most imports are primarily 'ad valorem', meaning they are assessed on the transaction value of the goods, including packing charges, freight, insurance premiums and other service charges incurred prior to the unloading of the goods at the place of destination.

Some markets may apply Tariff Rate Quotas (TRQs), which is when there is a two-stage tariff and the right to pay a lower tariff is granted to import up to a certain total quantity of goods (or quota). Exporters need to check with the importing country on how to access the quota. Some countries might operate Special Trade Zones in some geographic regions which provide exceptions to the usual customs procedures and allow for preferential tariff and tax treatment.

The Certificate of Origin (CoO) is produced on arrival to verify the goods as originating from Australia, which may assist in gaining a preferential tariff (or no tariff) under a free trade agreement.

Additional taxes such as value-added tax and consumption tax may also be assessed at the point of importation depending on the importing country.

Currency controls are operated by some countries where importers may freely convert local currency to foreign currency for purchasing goods for import, but must complete the necessary formalities to demonstrate that all of the foreign currency is being used to fund imports and is not being transferred abroad for other purposes.

What you need to do

- Pay customs duties, if required.
- Provide the Certificate of Origin, if required.
- Pay additional taxes, if required.
- Ensure currency conversion is appropriately declared.

USEFUL LINKS

For information on Australia's free trade agreements, including how to use them and their benefits, visit DFATs [Free Trade Agreement Portal](#).

IN-MARKET

10. Importing country border clearance

Plant export commodities can enter a country as air freight, sea freight or as baggage with airline passengers. Many importing country authorities have rules around whether a plant export commodity can enter the country via these points of entry.

For example, some importing country authorities do not allow plant export commodities to enter the country as baggage with airline passengers. Further information can be found in [MICoR Plants](#).

Importing country authorities may have a range of clearance procedures once a plant export commodity arrives at the importing country's border.

These procedures may include:

- physical inspections
- sampling for laboratory tests/analysis
- assessment of export certification.

If the commodity is cleared through these procedures, then the importing country will release it to the importer. If the commodity fails any of these procedures, the importing country may:

- treat the commodity in the importing country
- re-export the commodity to the country of origin
- destroy the commodity.

DAWR may work with importing country authorities and exporters to try and resolve any sanitary or phytosanitary issues with commodities that are being held at the border.

What you need to do

- Ensure that the commodity meets all importing country requirements.
- Ensure that all required documentation is provided to the importing country authority.

USEFUL LINKS

[Guideline: Issuance of certification for plant exports](#)

[MICoR Plants](#)

CHANNELS TO MARKET FOR FRESH FRUIT AND VEGETABLE EXPORTS

Overview of options for Australian producers

Most businesses take one of these paths to market, or a combination. Consider which option is the best fit for your business, your products, and your capacity to take on responsibilities and risks.

STEPS IN THE EXPORT PATHWAY

- PREMISES** must meet export requirements Register:*
 - production site
 - packing shed
 - treatment facilities
 - export facilities

*depending on the protocol requirements
- PRODUCT** must meet market-specific protocol requirements including:
 - inspection
 - treatment, certification
 - labelling
 - packaging
- SECURING FTA BENEFITS** where relevant, including tariff reductions claimed by the importer
- FINDING CUSTOMERS/ IMPORTERS** in market Understanding market dynamics and marketplace competition
- MAINTAINING CUSTOMER/ IMPORTER RELATIONSHIPS** (including international travel)
- RESPONSIBILITY FOR BRAND/MARKETING MATERIAL** including point-of-sale material, media and PR activities. You may be expected to help cover costs of POS materials.
- MANAGING FOREIGN CURRENCY TRANSACTIONS AND RISK**
- RESPONSIBILITY FOR LOGISTICS SUPPLY CHAIN** including preparation, freight movement and associated documentation (both domestically and in-market) - check INCO-terms for more information
- ABILITY TO MEET REQUIRED VOLUME, QUALITY STANDARDS AND PRODUCT RANGE REQUIREMENTS** throughout the season/year

