

# PROCESSING GERMPLOASMS AIRFREIGHT THROUGH AUCKLAND

---

NZPPI MEMBER GUIDANCE

---

# PROCESSING GERmplasm AIRFREIGHT THROUGH AUCKLAND

## NZPPI Member Guidance

### Document Objectives:

1. Guidance for plant imports through Auckland Airport - how to, who to talk to, what to do.
2. Complete with links and references to official materials.
3. A template that NZPPI members can customise

### Key actions to ensure smooth processing:



#### **Permit applications** ([refer Section 1.2](#))

Apply early – permit applications can take 30 working days plus



#### **Book inspections early** ([refer Section 2.1](#))

Can be made as soon as you have a confirmed flight expected time of arrival (ETA)



#### **Brokers should apply for clearance – as soon as you have all the information they need** ([refer Section 2.3](#))

This initiates Customs, Health and Biosecurity clearance. The latter initiates the process to issue a Biosecurity Authority/Clearance Certificate (BACC).

Live plants qualify for urgent processing through MPI Target Evaluation Team (TET) “paperwork” assessment. This must be requested by your broker via email – [manifest@mpi.govt.nz](mailto:manifest@mpi.govt.nz)

### Key contacts

- Inspection Booking: 09 909 3030 option 2, option 2.
- Target Evaluation – through broker.
- Clearance (Inspection): Merv Alexander, [Mervyn.Alexander@mpi.govt.nz](mailto:Mervyn.Alexander@mpi.govt.nz).
- Compliance (Standards): Howard Hamilton, [Howard.Hamilton@mpi.govt.nz](mailto:Howard.Hamilton@mpi.govt.nz).
- NZPPI Assistance: John Liddle – [john@nzppi.co.nz](mailto:john@nzppi.co.nz), 021 370 168.

## **Disclaimer**

*This document is intended as a NZPPI-member guide only. It does not constitute legal advice and members are encouraged to seek independent legal advice in relation to their obligations and duties under the Biosecurity Act 1993.*

*Additions, deletions or amendments to relevant statutes or regulations may be and are made at any time and this guide should be reviewed by members for completeness and currency at prior to every import.*

*NZPPI makes no representations about the suitability of the information contained in this document. All content and graphics are provided "as is" without warranty of any kind. The entire risk arising out of its use remains with the member.*

*NZPPI does not accept any responsibility or liability, whether in contract, equity or tort, or under any other legal principle for any direct or indirect losses or damage of any kind arising from use of this publication.*

# CONTENTS

<b>1. BEFORE YOU IMPORT</b>	<b>4</b>
<b>1.1 Check import requirements</b>	<b>4</b>
1.1.1 Plant Biosecurity Index (PBI) for	4
1.1.2 Other import issues	4
1.1.3 Import Health Standard (IHS) for import conditions	4
1.1.4 Plant names – documents and labelling	5
<b>1.2 Apply for permit to import nursery stock</b>	<b>5</b>
<b>2. WEEK OF SHIPPING</b>	<b>6</b>
<b>2.1 Book Inspection (or have your broker book)</b>	<b>6</b>
2.1.1 Documents	6
2.1.2 Phytosanitary Certificate (phyto)	6
<b>2.2 As exporter completes packing</b>	<b>6</b>
2.2.1 Import Documents	6
<b>2.3 Initiate Clearance Processes</b>	<b>7</b>
2.3.1 Request Urgent MPI biosecurity TET Processing	7
2.3.2 Processing by MPI Target Evaluation	7
<b>3. ON ARRIVAL</b>	<b>8</b>
<b>4. AT INSPECTION (CLEARANCE)</b>	<b>9</b>
<b>4.1 Documents</b>	<b>9</b>
<b>4.2 Process</b>	<b>9</b>
<b>4.3 Inspection Sampling</b>	<b>9</b>
<b>4.4 Inspection Outcomes</b>	<b>10</b>
4.4.1 BACC updated direction one of four outcomes	10
4.4.2 Non-Compliance includes	10
4.4.3 Arrange to move nursery stock to the post-entry quarantine (PEQ) facility	10
<b>5. TREATMENT MATTERS</b>	<b>11</b>



# 1. BEFORE YOU IMPORT

Read: <https://www.mpi.govt.nz/importing/plants/nursery-stock/steps-to-importing/>



## 1.1.1 Plant Biosecurity Index (PBI) for

- <https://www1.maf.govt.nz/cgi-bin/bioindex/bioindex.pl>
- Is import of the species permitted?
- What import requirements must be met (Import Specification).

**Take care:** live plants and tissue culture fall under the Nursery Stock Import Specification list in the far-right column on the above webpage.

## 1.1.2 Other import issues

The “steps to importing” webpage above provides links to:

- EPA if you wish to consider importing plants not listed on the PBI.
- NZ Customs Service for information on further import restrictions, tariffs and endangered species (CITES).

## 1.1.3 Import Health Standard (IHS) for import conditions

- <https://www.mpi.govt.nz/importing/plants/nursery-stock/requirements/>
- Start with the PBI Import Specification and Section 2 of the Nursery Stock Import Health Standard (155.02.06).
- Plants listed as L2 Basic (Section 2.2.1) must meet conditions specified in Section 2 of this IHS.
- Special conditions applying to tissue culture are recorded in Section 2.2.2.
  - > For most tissue culture do not required an import permit.  
There are exceptions - check the IHS and Special Entry Conditions in Section 3 of the IHS.
  - > Most tissue culture does not require a period in post-entry-quarantine (PEQ).  
There are exceptions - check the IHS and Special Entry Conditions in Section 3 of the IHS.
- There are special requirements for a species if the PBI lists an Import Specification other than “L2 Basic”. Refer to the appropriate IHS schedule in the Special Entry Conditions in Section 3 of the IHS.
- Ensure exporter can meet required conditions
  - > Especially the treatment chemicals ... some specified are no longer available. If this is the case, If this is the case, you will need to work with MPI (Standards) (see Key contacts, page 1) to establish an alternative and have it approved

- Ensure you can meet conditions upon arrival – treatments, PEQ
  - > Especially the treatment chemicals ... some specified are no longer available. If this is the case, you will need to work with MPI (Standards) ([see Key contacts, page 1](#)) to establish an alternative and have it approved.

**Note:** The Nursery Stock Import Health Standard (155.02.06) is updated frequently. Never rely on a “saved” version, always access via MPI’s website link <https://www.mpi.govt.nz/importing/plants/nursery-stock/requirements/>.

#### 1.1.4 Plant names – documents and labelling

All documents, containers and/or plants must record and be labelled with genus and species. Inclusion of cultivar/line/variety names is not required unless the IHS requires it. However, if the consignment includes more than one variety of any given species, each variety should be identified by a unique identifier – cultivar name, line ID, variety name or code; consistently applied across all documents, containers and labels.



- <https://www.biosecurity.govt.nz/importing/plants/nursery-stock/forms-and-templates/>.
- Guidance – best done before plants are ordered/booked with the exporter, and/or firm a shipping date is established, especially for species with a short preparation time, example tissue culture.
  - > Permit applications now taking 30 working days plus.
  - > Each permit application requires a risk assessment (assessing any change in risk since the last review), which may increase processing time or give rise to requirements that vary with the published IHS or the last import that you undertook.
- Permits are valid for 1 year from date of issue, are specific to a single import entry, cannot be reused or applied to multiple entries.



## 2. WEEK OF SHIPPING

- This can be done once you know firm flight arrival times. It does not need an Airway Bill (AWB) and can be done in advance of shipping and/or arrival in NZ.
- Call 09 909 3030 option 2, option 2.
- Use flight information to book an inspection 12-24 hours after ETA.
  - > Track the shipment, stay on top of flight delays and amend booking via above phone number accordingly

### 2.1.1 Documents

- For Auckland airfreight, MPI inspection bookings do not need an AWB.
- They do need:
  - > Airline (determines where inspection will be – AirNZ or Menzies)
  - > Importer and exporter details, including country of origin
  - > Nature of goods – TC, live plants ...
  - > Number of lines, packages, measure

Work with exporter to get this information early.

### 2.1.2 Phytosanitary Certificate (phyto)

- Have the exporter send an advance copy of the phyto. Check this against the Permit and Import Health Standard.
- If needed, have the exporter update and reissue the phyto.
  - > If the goods have left and the new phyto cannot be sent with them, have it couriered to your broker.

### 2.2.1 Import Documents

- Get all paperwork sent as early as possible (sometimes this can be done several days in advance of shipping) – check and double check papers to ensure they meet IHS and permit requirements):
  - > AWB
  - > Phyto
  - > Import permit (if any)
  - > Treatment certificates (if any)
  - > Invoice
  - > Documents certifying other requirements (if any).

- Identification of the plants should be consistent across all paperwork. Genus and species are required and, if there is more than one variety of any given species, each variety should be identified by a unique identifier – cultivar name, line ID, variety name or code.



- Submit paperwork to broker. They will initiate clearance through the TSW (Customs/MPI Trade Single Window application) which includes:
  - > Applying for customs clearance
  - > Applying for health clearance
  - > Applying for Biosecurity Authority/Clearance Certificate (BACC)
- Usually all above are initiated by broker through TSW.
  - > Have the broker make it known that inspection is booked
  - > This can be done before the shipment arrives
- **Paperwork assessment** - MPI will put a “hold” on the BACC pending MPI Target Evaluation Team’s (TET) assessment of paperwork.

### 2.3.1 Request Urgent MPI biosecurity TET Processing

- Live plants qualify for urgent processing through MPI Target Evaluation “paperwork” assessment. This must be requested via email [manifest@mpi.govt.nz](mailto:manifest@mpi.govt.nz).
- Urgent TET processing usually takes 3-6 hours, though MPI commit only to “less than 24 hours”,

### 2.3.2 Processing by MPI Target Evaluation

- The Target Evaluation Team considers:
  - > Compliance to import requirements – permit, IHS, Phyto, treatments
  - > Outcomes include
    - BACC direction (sent to broker) to progress consignment to inspection
    - Non-Compliance Report (NCR) sent to broker requiring action on paperwork and/or exporter/import conditions.



# 3. ON ARRIVAL



- Goods are sent to the handling agent for the airline - AirNZ or Menzies.
- If (and when) Biosecurity TET processing is satisfactorily completed, goods are cleared for physical inspection.



## 4. AT INSPECTION (CLEARANCE)



- Original phyto required.



- Operational hours for Air Freight inspection:
  - > Air NZ transitional facility – 06:30 till midnight
  - > Menzies transitional facility – 07:00 till 19:00.
- Importers are asked to assist with inspection; it is strongly recommended that you do so.
  - > Arrive 20-30 minutes before the inspection booking time to sign in at Air NZ or Menzies.
  - > Ask Air NZ or Menzies to advise MPI that you have arrived.
  - > Meet MPI by the Air Can and/or risk goods, **do not open air can** until an MPI officer has checked the Air Can and given biosecurity direction.

**Note:** Importer's experience with this is varied – some say it's gone smoothly, others not. send NZPPI details of your experience.

- Once inspection is complete the importer can wait while MPI process the clearance (it will take at least a half hour). Once done, the BACC will be issued, MPI providing a copy to the importer (if present) and sending same to by email to Importer, Agent, and to the transitional facility (Air NZ or Menzies).



- Sampling for inspections is undertaken based on a homogeneous lot at a species level.
- So, if there are several varieties being imported, but only one species, then this will be interpreted as one homogeneous lot and the sample selected randomly among all varieties of and all packages of that species.
- The IHS specifies a minimum sample size of 600 units per lot (IHS Section 2.1). Where a lot is comprised of less than 600 units, 100% inspection is required.



#### 4.4.1 BACC updated direction one of four outcomes

- Release to importer (if present) and broker.
- Release to PEQ.
- Direction for treatment (at an approved treatment/transitional facility).
- Non-Compliance Report (NCR) issued ... import/goods require more work.

#### 4.4.2 Non-Compliance includes

- Missing paperwork
  - > Phyto – The inspection team need the original Phyto. If the original is not available (example lost), get a new one couriered.
- Contaminated TC jars
  - > You can spread this process if you give your broker a “standing order” as to how they should react to the NCR.
- Damaged TC jars
  - > You can spread this process if you give your broker a “standing order” as to how they should react to the NCR.
- Soil, insects, disease, weeds or other material in packaging and/or live plants

The MPI inspector will tell you your options for the consignment; they include:

- > Treat your product (for example, using insecticides/miticides).
- > Identify the organism (and treat it if it's a restricted pest).
- > Ship the product to another destination country.
- > Destroy the product.

Within limits, the importer decides on treatment, reshipment or destruction. Depending on the type of pest or disease found, identification may be required (by lab).

#### 4.4.3 Arrange to move nursery stock to the post-entry quarantine (PEQ) facility

- Once the import is compliant, MPI will issue an updated BACC authorising release of the plants or, if required, transfer to PEQ. The plants may only be released or transported to PEQ when it has been authorised by an MPI inspector on a BACC.



# 5. TREATMENT MATTERS

- All treatments must be done at a transitional facility by an approved treatment provider.
- The importer is liable for any costs associated with non-compliance, treatment or contamination.
- Treatment and diagnostic providers are listed on MPI's website:
- <https://www.biosecurity.govt.nz/importing/plants/nursery-stock/steps-to-importing/>
  - > Expand "Step 2 What you need to do" and go to the second to last section.
- If you want to get a handle on the types of treatment process that may be required for a range of contaminating pests, check out **MPI's Standard: Approved Biosecurity Treatments** at <https://www.mpi.govt.nz/importing/border-clearance/transitional-and-containment-facilities/find-treatment-options-and-suppliers/>.



**New Zealand Plant Producers Incorporated**

PO Box 3443 Wellington 6140 | Level 5, 23 Waring Taylor Street, Wellington  
P: 04 918 3511 F: 04 499 9589 E: [office@NZPPI.co.nz](mailto:office@NZPPI.co.nz) W: [www.NZPPI.co.nz](http://www.NZPPI.co.nz)