

Core Standard Hazard Management Checklist

PLANT PRODUCTION BIOSECURITY SCHEME



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Note: Numbering intentionally begins at 6 to align with the Core Standard

Note - Turquoise shaded items have been added/amended since Version P1.0

6. NURSERY ESSENTIALS					
6.1. Nursery details	Y	N	NA	Level	Notes
6.1.1. Are all nursery details correct?				Major	
6.1.2. Does the nursery description provide an overview of the operation?				Minor	
6.1.3. Is a list of all nursery sites maintained accurately?				Minor	
6.1.4. Are nursery maps up to date and accurate?				Minor	
6.2. Management responsibility	Y	N	NA	Level	Notes
6.2.1. Is there a designated person responsible for implementing this Scheme?				Major	
6.2.2. Has this person completed a Biosecurity Micro-credential				Major	
6.2.3. Does this function have a role description?				Minor	
6.2.4. Does the nursery have an up-to-date and active Nursery Manual and/or body of evidence to support biosecurity risk management?				Major	
6.2.5. Is an internal Scheme self-assessment undertaken annually?				Major	
6.2.6. Is an internal biosecurity risk assessment undertaken annually?				Major	
6.2.7. Are biosecurity risk management records maintained for a period of 7 years following date of dispatch?				Minor	
6.2.8. Are records maintained of biosecurity issues raised by staff, suppliers, customers and/or others and subsequent investigation and corrective action?				Minor	

6.3. Staff Training	Y	N	NA	Level	Notes
6.3.1. Are procedures in place to ensure appropriate training in biosecurity risk management?				Major	
6.3.2. Are records of staff training and competence maintained and up to date?				Minor	
6.3.3. Are staff monitored regularly to ensure that hygiene practices are implemented? This includes observing routine practices of staff and use of equipment and facilities				Minor	
6.3.4. Is a register of authorised persons maintained?				Minor	
6.4. Signage	Y	N	NA	Level	Notes
6.4.1. Are nursery biosecurity signs posted at all entrances?				Major	
6.5. Visitors	Y	N	NA	Level	Notes
6.5.1. Are visitors made aware of biosecurity requirements				Major	
6.5.2. Is a visitor register maintained				Major	
6.5.3. Are adequate measures in place to manage risks of moving machinery, people and plant material onto and off the nursery?				Major	

7. BIOSECURITY MANAGEMENT FUNDAMENTALS

7.1. Biosecurity best practice	Y	N	NA	Level	Notes
7.1.1. Has the nursery implemented a systematic approach biosecurity risk management?				Major	
7.2. Hygiene	Y	N	NA	Level	Notes
7.2.1. Does the nursery have documented hygiene protocols and evidence to show they are used?				Critical	
7.2.2. Is the nursery site organised so that biosecurity hazards are mitigated or adequately managed?				Major	
7.2.3. Is access to production areas appropriately controlled				Major	
7.2.4. Have staff been trained in nursery hygiene protocols?				Major	
7.2.5. Are vehicles, equipment and tools cleaned and/or sanitised appropriately?				Major	
7.2.6. Is plant and other waste disposed of and/or treated adequately?				Major	
7.2.7. Are work and production areas kept clean and tidy, and cleaned and/or sanitised between batches				Major	
7.2.8. Are weeds controlled throughout the nursery sites - in production, growing and storage areas?				Minor	
7.2.9. Is visitor access to production areas restricted to only that where it is necessary for the visit's purpose?				Minor	
7.2.10. Is vehicle access to production areas restricted to only that necessary for the for the visit's purpose?				Minor	
7.2.11. Are vehicles that enter production areas inspected for pests or possible contamination?				Minor	
7.2.12. Are nursery hygiene practices implemented by staff as appropriate?				Minor	
7.2.13. Do staff undertake appropriate hygiene management between batches, meal breaks, and start and end of days?				Minor	

	Y	N	NA	Level	Notes
7.2.14. Are instructions provided for hygiene requirements - written notices, signs and/or pictures that are displayed in the appropriate areas?				Minor	
7.2.15. Are growing areas cleaned and sanitised between batches?				Minor	
7.2.16. Are tools and equipment cleansed and sanitised between batches?				Minor	
7.2.17. Are machinery and vehicles cleaned on a regular basis?				Minor	
7.2.18. Are all nursery inputs inspected for contamination upon arrival and prior to use?				Minor	
7.2.19. Is new or second-hand equipment inspected upon arrival and prior to use?				Minor	
7.3. Crop Monitoring	Y	N	NA	Level	Notes
7.3.1. Does the nursery have documented crop monitoring protocols and evidence to show they are used?				Critical	
7.3.2. Does the nursery manual identify crop monitoring procedures and frequency, corrective action and the staff responsible for the implementation?				Major	
7.3.3. Are records maintained of crop monitoring activities and outcomes?				Minor	
7.3.4. Are records maintained of pests identified during crop monitoring and resulting corrective action?				Major	
7.3.5. Are records maintained of any organisms and symptoms that were not able to be identified, and subsequently sent for diagnostics and any resulting corrective action?				Major	
7.3.6. Where practicable, are infested plants isolated until the detected pests are identified and corrective action undertaken?				Minor	
7.3.7. Are records of pest detections maintained noting details that help inform future monitoring?				Minor	

7.4. Traceability	Y	N	NA	Level	Notes
7.4.1. Does the nursery have a traceability system with records showing movements of all plants and production inputs from suppliers and/or plant sources through the production system to the purchaser (one step back, one step forward)? (Noting that where a producer sells plants directly to the public, names and addresses of purchasers are not required to be recorded)				Critical	
7.4.2. Are records maintained to identify the immediate source of all nursery inputs?				Major	
7.4.3. Are records maintained to trace production batches through the production process?				Major	
7.4.4. Are records maintained to identify the immediate distribution of all nursery outputs?				Major	
7.4.5. Is there a procedure in place in case of the need to react to a biosecurity crisis?				Minor	
7.5. Trusted Suppliers	Y	N	NA	Level	Notes
7.5.1. Is there a protocol on how the nursery establishes trusted suppliers and are records adequately maintained?				Major	

8. HAZARD MANAGEMENT

8.1. Transplant	Y	N	NA	Level	Notes
8.1.1. Plant Stock for Planting	Y	N	NA	Level	Notes
8.1.1.1. Does the nursery have records that document the origin of all plant stock for planting?				Critical	
8.1.1.2. Does the nursery have measures to ensure plant materials sourced offsite are practically free of pests?				Critical	
8.1.1.3. Does the nursery have protocols to inspect all plant material sourced from off-site?				Critical	
8.1.1.4. Are plant materials sourced off-site from trusted suppliers?				Major	
8.1.1.5. Are plant materials sourced from off-site isolated and inspected prior to introduction to nursery stock areas?				Major	
8.1.1.6. Are plant materials sourced off-site isolated for a period to ensure freedom from pests?				Minor	
8.1.1.7. Are inspection records maintained for plant materials sourced from off-site?				Minor	
8.1.1.8. Are records kept of any pesticide application?				Major	
8.1.1.9. Are corrective action records are maintained?				Minor	
8.1.1.10. Does the nursery have accurate records of mother stock plant location?				Critical	
8.1.1.11. Does the nursery have protocols to inspect mother stock plants prior to taking propagation material?				Critical	
8.1.1.12. Are records maintained of mother stock plant inspections and any corrective action outcomes?				Major	
8.1.2. Growing media	Y	N	NA	Level	Notes
8.1.2.1. Does the nursery have measures to ensure growing media and/or its components sourced offsite are practically free of pests ?				Critical	
8.1.2.2. Does the nursery have records of where growing media and/or its components come from?				Major	
8.1.2.3. Are growing media and/or component materials are sourced from trusted suppliers?				Major	

	Y	N	NA	Level	Notes
8.1.2.4. Are inspection records are maintained of incoming shipments?				Major	
8.1.2.5. Are test records are maintained where any diagnostics are undertaken on growing media or component materials?				Minor	
8.1.2.6. Are growing media preparation processes, equipment and areas constructed to prevent contamination?				Major	
8.1.2.7. Are growing media storage areas constructed to prevent contamination?				Major	
8.1.2.8. Are growing media production and storage areas built to exclude run-off water?				Minor	
8.1.2.9. Are measures in place to manage pest contamination risk if soilless growing media or components are recycled?				Major	
8.1.3. Fertilisers	Y	N	NA	Level	Notes
8.1.3.1. Does the nursery have measures to ensure fertilisers sourced offsite are practically free of pests?				Major	
8.1.3.2. Does the nursery have records of where fertilisers come from?				Minor	
8.1.3.3. Is fertiliser is sourced from trusted suppliers?				Minor	
8.1.3.4. Are inspection records are maintained incoming shipments?				Minor	
8.1.3.5. Are fertiliser storage areas constructed to prevent contamination?				Minor	
8.1.3.6. If organic manures are used, has a risk analysis been undertaken, and any necessary measures put in place to manage any identified risk?				Major	
8.1.4. Containers	Y	N	NA	Level	Notes
8.1.4.1. Does the nursery have measures to ensure containers sourced offsite and their packaging are practically free of pests?				Major	
8.1.4.2. Are containers and packing inspected on arrival for potential contamination?				Minor	
8.1.4.3. Are inspection records are maintained for incoming shipments?				Minor	

	Y	N	NA	Level	Notes
8.1.4.4. Are container storage areas constructed to prevent contamination?				Minor	
8.1.4.5. Are containers reused, and if so, are they sterilised prior to reuse?				Major	
8.1.5. Propagation	Y	N	NA	Level	Notes
8.1.5.1. Does the nursery have systems in place to avoid contamination during the propagation process?				Critical	
8.1.5.2. Are propagation facilities and equipment cleaned and sanitised on a regular basis?				Major	
8.1.5.3. Are tools and surfaces sanitised at the start and end of each day, and between batches?				Major	
8.1.5.4. Are spilled growing media and waste organic materials collected and disposed of an appropriate fashion?				Major	
8.1.6. Potting and re-potting	Y	N	NA	Level	Notes
8.1.6.1. Does the nursery have systems in place to avoid contamination during the potting process and evidence to show they are used?				Major	
8.1.6.2. Are potting facilities and machinery cleaned and disinfested on a regular basis?				Minor	
8.1.6.3. Are tools and surfaces sanitised as appropriate?				Minor	
8.1.6.3.1. Are spilled growing media and waste organic materials collected and disposed of an appropriate fashion?				Major	
8.1.7. Transport to and placement in container growing area	Y	N	NA	Level	Notes
8.1.7.1. Does the nursery have systems in place to avoid contamination during transport to the container growing area and evidence to show they are used?				Major	
8.1.7.2. Is the growing area cleaned and sanitised between batches?				Major	
8.1.7.3. Are machinery, vehicles and equipment cleaned on a regular basis?				Minor	
8.1.7.4. Are pathways and roads adjacent to growing areas constructed to reduce contamination from water splash?				Minor	

8.1.8. Transport to and planting in field	Y	N	NA	Level	Notes
8.1.8.1. Does the nursery have systems in place to avoid contamination during transport to the inground growing area and evidence to show they are used?				Major	
8.1.8.2. Is the growing area cleaned and treated appropriately between batches?				Major	
8.1.8.3. Are machinery, vehicles and equipment cleaned on a regular basis?				Minor	
8.1.8.4. Are pathways and roads adjacent to growing areas constructed to reduce contamination from water (splash)?				Minor	
8.1.8.5. Are records kept reconciling plants that leave the nursery shed and plants that are planted in the field				Minor	
8.2. Growing	Y	N	NA	Level	Notes
8.2.1. Growing areas – all types	Y	N	NA	Level	Notes
8.2.1.1. Are growing areas constructed to prevent contamination?				Critical	
8.2.1.2. Are surrounding areas maintained to minimise the possibility of contamination?				Minor	
8.2.1.3. Are there adequate buffer zones from potential boundary pest host material?				Minor	
8.2.1.4. Do growing areas drain well?				Minor	
8.2.1.5. Is run-off and wastewater deflected from production areas?				Minor	
8.2.1.6. Are nursery beds and paths constructed to prevent the build-up of standing water?				Minor	
8.2.1.7. Are weeds in growing areas adequately controlled?				Minor	
Growing areas – container production	Y	N	NA	Level	Notes
8.2.1.8. Are ground level growing areas suitably surfaced to prevent hygiene issues?				Major	
8.2.1.9. Are propagation and greenhouse facilities cleaned and disinfected as appropriate?				Major	

Growing areas – Inground production	Y	N	NA	Level	Notes
8.2.1.10. Are appropriate measures in place to manage the risk of contamination during plant shape management and evidence to show they are used?				Critical	
8.2.1.11. Are appropriate measures taken to manage the risk of contamination from machinery and vehicles?				Major	
8.2.1.12. Is appropriate testing undertaken for soil and water borne pathogens?				Major	
8.2.1.13. Where fields are used repeatedly for cropping is appropriate soil disinfestation undertaken and records kept?				Major	
8.2.2. Irrigation	Y	N	NA	Level	Notes
8.2.2.1. Does the nursery manual record all water sources used by the nursery?				Major	
8.2.2.2. Has a risk analysis being undertaken for the likelihood of pathogens in the water supply?				Major	
8.2.2.3. Is water sourced from at-risk supplies – examples, surface features (rivers, ponds, dams) and shallow bores, and if so, is appropriate treatment undertaken?				Major	
8.2.2.4. Is water tested at least annually for pathogens				Minor	
8.2.2.5. Is water recycled, and if so, is it adequately treated prior to reuse?				Major	
8.2.3. Nutrition, top-dressing and/or fertigation	Y	N	NA	Level	Notes
8.2.3.1. Does the nursery have systems in place to avoid contamination when plants are top dressed or fertigated during the growing period?				Minor	
8.2.4. Crop protection – pest and weed control	Y	N	NA	Level	Notes
8.2.4.1. Does the nursery have a crop protection management programme?				Critical	
8.2.4.2. If agrichemicals are used, are procedures in place to minimise the risk of resistance build-up using effective agrichemicals and appropriate product rotation.				Major	
8.2.4.3. Does the nursery have a person designated to manage crop protection and prepare crop protection plans?				Major	

	Y	N	NA	Level	Notes
8.2.4.4. Do all agrichemical users hold current Growsafe certificates, or work under the supervision of a certified person?				Minor	
8.2.4.5. Are adequate records maintained of agrichemical use and application?				Minor	
8.2.5. Plant growth and training	Y	N	NA	Level	Notes
8.2.5.1. Does the nursery have measures in place to avoid contamination during the plant growth, training and maintenance process and evidence to show they are used?				Major	
8.2.5.2. Are tools sanitised between batches?				Minor	
8.2.5.3. Are vehicles and equipment cleaned adequately?				Minor	
8.2.5.4. Is waste material collected and disposed of appropriately?				Minor	
8.2.6. Harvest from field	Y	N	NA	Level	
8.2.6.1. Are appropriate measures in place to prevent pathogen contamination through handling and evidence to show they are used?				Critical	
8.2.6.2. Are appropriate measures in place to prevent contamination during storage?				Major	
8.3. Dispatch	Y	N	NA	Level	Notes
8.3.1. Does the nursery have measures in place to avoid contamination during the order picking and dispatch process and evidence to show they are used?				Critical	
8.3.2. Are processes and records for dispatch inspection and treatment of any potentially contaminated material adequate?				Major	
8.3.3. Is the dispatch area kept clean and tidy and waste material collected and disposed of in a timely and safe fashion?				Minor	
8.3.4. Are tools, equipment and vehicles used in dispatch cleaned and sanitised as appropriate?				Minor	
8.3.5. Are records maintained of pre-dispatch plant inspection, any pests detected and corrective action?				Minor	

	Y	N	NA	Level	Notes
8.3.6. Are packaging materials (pallets, crates, cartons ...) free from contamination?				Minor	
8.3.7. Are dispatch records sufficient to facilitate tracing?				Major	
8.4. Plant Distribution and Transport	Y	N	NA	Level	Notes
8.4.1. Is contamination risk during transport appropriately managed?				Minor	
9. DOCUMENTS AND CLAIMS	Y	N	NA	Level	Notes
9.1. Are Scheme identification requirements being adhered to? (Nursery ID, printed material claims)				Minor	
10. AUDIT	Y	N	NA	Level	Notes
10.1. Has the nursery completed at least one internal audit in the past 12 months and documented any non-conformances and actions for improvement?				Major	

