

LSOP Title	Exporting biological material
LSOP No.	LSOP71
Version	1.1
Location	UQ Node/Centre-wide
Policy/Procedure Link	
Risk Assessments	
Approved by	<i>Franziska Fichtner</i>
Date Approved	10/05/2022
Date Effective	14/10/2021
Next Review Date	14/10/2026
Contact for Assistance	plantsuccess@uq.edu.au

1.0 Scope

This procedure covers the exportation of seeds internationally.

This LSOP does not cover internal exportation and transfer of seeds within Australia. It also does not cover how to transport plant materials outside of plant seeds.

2.0 Definitions

MICOR – Manual of Importing Country Requirements

RFP – Request for permit

GST – Goods and Service Tax

DHL – International shipping, courier services and transportation

Department of Ag – Australian Department of Agriculture

3.0 Prescribed Actions

Exporting seeds internationally:

1. Obtain the export conditions of the destination Country
2. Check the Australian Government's Manual of Importing Country Requirements (MICOR) (Figure 1)

<https://micor.agriculture.gov.au/Pages/default.aspx>

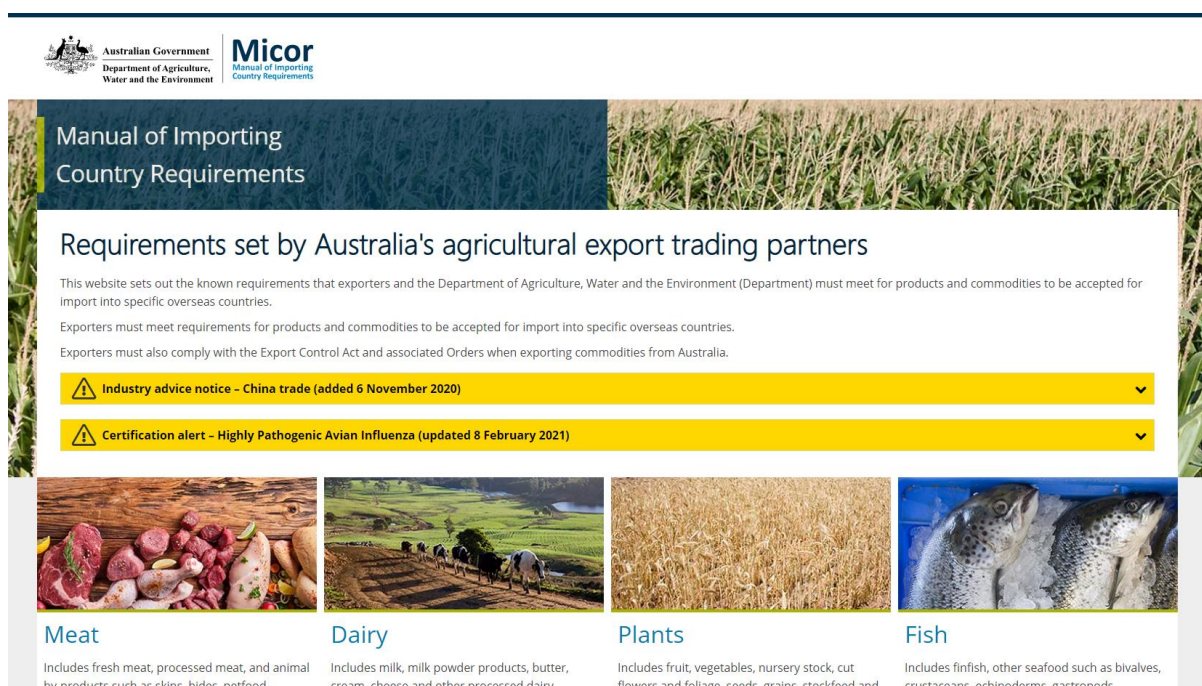


Figure 1: MICOR webpage

3. On MICOR go to the plants section (Figure 2)

Plants

Industry advice notice - China trade (added 6 November 2020)

Micor Plants contains information regarding conditions to export plants and plant products, including fruit, vegetables, seeds, grains, cut flowers and timber from Australia. It is a simple and convenient reference tool detailing the requirements for import permits, phytosanitary certificates, additional declarations and/or treatments, and other relevant export information.

Exporters must meet both the requirements of the Export Control Act (1982) and its subordinate legislation and any importing country requirements in order for the Department of Agriculture, Water and the Environment (Department) to provide export certification. The Australian Government is a signatory to the [International Plant Protection Convention \(IPPC\)](#) and strongly supports international cooperation in controlling pests of plants and plant products through science-based quarantine measures that will prevent the unintended spread of pests to other countries through imported products.

Importing country requirements contained in Micor Plants are correct at the time of publishing. Exporters should independently obtain this information in writing from the National Plant Protection Organisation (NPPO) before relying on it.

Filter

Country ▼

Group ▼

End use ▼

Scientific Name ▼

Results

- [Afghanistan \(AF\)](#)
- [Algeria \(DZ\)](#)
- [American Samoa \(AS\)](#)
- [Antigua and Barbuda \(AG\)](#)
- [Argentina \(AR\)](#)
- [Austria \(AT\)](#)

Figure 2: Plants section of the MICOR website

- Use the drop down menu's to search for a 'case' relevant to your scenario. In this example Pea seeds will be sent to the UK for use in research. (Figure 3).

Filter

United Kingdom (GB) ▼	Grains / Seeds ▼	Research ▼	Scientific Name ▼
Clear filter	Clear filter	Clear filter	

Results

[All - United Kingdom \(GB\)](#)

[Cakile spp seed - United Kingdom \(GB\)](#)

[Lupinus spp seed - United Kingdom \(GB\)](#)

[Nicotiana tabacum seed - United Kingdom \(GB\)](#)

[Triticosecale spp seed - United Kingdom \(GB\)](#)

[Triticum spp seed - United Kingdom \(GB\)](#)

Figure 3: An example of how to filter the page. I.e. Pea seeds will be set to the UK for use in research.

- Select the relevant case, if there is no case specific to the species you are exporting select the 'other' or 'all' option.
- Read through the case and determine what the export criteria are. In this example the importer does not require an import permit but the exporter is required to have the seeds inspected and issues with a phytosanitary certificate before the goods are sent. (Figures 4 and 5).

All

Country: United Kingdom (GB)

Scientific Name:

Group: Grains / Seeds

End Use: Research

NPPO Details: DEFRA - Department for Environment, Food and Rural Affairs

Relevant Web Addresses:

www.fera.gov.uk

[hide all]

Export Criteria

Criteria	Criteria Required?
Import Permit	No
Phytosanitary Certificate	Yes
Additional Declaration/Endorsement	No
Protocol Market	No

General Requirements

Consignments are to be free from pests, soil, weed seeds and extraneous material.

It is the exporters responsibility to ensure that the phytosanitary certificate is issued within 14 days of the consignment being exported from Australia.

Refer to the departure date in the Request for Permit.

Figure 4: Image explains the export criteria and requirements for the export of seeds.

7. Once you have checked MICOR, confirm the export requirements with the importer.
8. Consider the conditions outlined on MICOR as the minimum standard.
9. In the case of the importer telling you something different to MICOR, make sure they show you proof from the relevant Government body of their country, this is especially important in the case of the importer telling you that export criteria required on MICOR are not necessary.

Treatment	^
Additional Declaration/Endorsements	^
Reference	^
DEFRA Import Health Licence No 101466/212642/5 dated 21 December 2015, EU Directive 2000/29 and NPPO notification 16 April 2018.	
Latest updates	^
23/11/2020 - This page was migrated from the previous Micor system.	

Initial Uploaded: 28/07/2016
 Reviewed Uploaded: 28/08/2018

Figure 5: Further examples of what you will receive from MICOR.

Obtaining a phytosanitary certificate:

1. Contact Jesse Hall of Complete Phytosanitary Solutions (CPS) Agriculture PTY Ltd
2. Mobile: 0434845125
3. Email: info@cpsagriculture.com.au
4. Jesse will require the following information:
 - a. The MICOR case the seeds will be exported under
 - b. The botanical name of the seeds, including lines
 - c. The address of the consignee (importer)
 - d. The weight of the seeds
 - e. An approximate date of shipping
 - f. Confirmation that you have permission to raise a Request for Permit (RFP) using the EXDOC account 10140
5. Create exporter ID in Exdoc (one already exists for UQ 10140, it requires confirmation you are authorised to use this number).
 - a. Free to create a new one but may take up to 2 weeks.
6. Generate Request for Permit (RFP) using MICOR case
https://micor.agriculture.gov.au/Plants/Pages/United_Kingdom_GB/All.aspx
7. This will create a phytosanitary certificate with no additional declarations or treatment details. If importer requires treatment you will need to provide these details prior to RFP being generated. -\$70 + GST to generate and have authorised.

8. Inspection of Seed at DHL. This will only take about 30 minutes and can be completed any day/time that suits you. You will just need to organise the day/time with DHL as they may have other inspections taking place.
 - a. Inspection fee \$60 + GST.
9. Once the seed passes as free from insects and contaminants. Then send off for authorisation with the Department of Agriculture.
10. This can take up to 24 hours however it normally takes an hour or two. You can either wait around for it to be authorised and print at DHL or pickup the next day.
11. The Department of Ag will charge \$50 for the final printed RFP however this will be automatically emailed to the account the exporter number has registered to it.
12. Simultaneously contact DHL Global Forwarding
 - a. E-mail: perishables.bne@dhl.com
 - b. Phone: 07 3637 7183
 - c. Advise them that you are in contact with Jesse and you need to arrange a time to use their facility for inspection of the seeds and that after the seeds are issued with a phytosanitary you will be sending them via DHL Express International.

4.0 Monitoring and Review

This LSOP will be reviewed annually, or as may be otherwise required because of changes to ARC requirements or changes to institutional policy and procedure.