



Production questionnaire for products exported to Australia

Dairy products for human consumption

Section A: General information

Purpose of this form Information provided in this form will be assessed and used to determine the biosecurity risk of the product and the import conditions that will be applied to the import permit.

Questionnaire requirements

- It is the responsibility of the **manufacturer** of the product(s) intended for export to Australia to complete this questionnaire in full.
- Please submit a separate questionnaire for each product intended for export to Australia with the import permit application.
- Commercial-in-confidence information should be marked as such by the manufacturer and the questionnaire returned directly to the Animal and Biological Imports Branch (ABIB) via email to imports@agriculture.gov.au.

What you must know

- It is the responsibility of the owner and importer to be aware of relevant Australian state, territory and Commonwealth laws.
- In accordance with Biosecurity legislation, Biosecurity officers may decide to suspend, vary or revoke your import permit.
- The Department of Agriculture, Fisheries and Forestry may contact overseas government competent authorities to verify any information provided in this questionnaire.
- It is a criminal offence under the Criminal Code Act 1995 to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence carries a potential penalty of 12 months imprisonment.
- Consider all information provided in this questionnaire carefully. Failure to complete the questions or provide supporting documentation will result in delays in the processing of the import permit application.

To complete this form Enter data in all relevant fields, expand text boxes if space is insufficient. **Ingredient lists must add to 100%**. Save the document and attach with the BICON permit application. If you have any questions please contact:

Department of Agriculture, Fisheries and Forestry Animal and Biological Imports Branch (ABIB)
Phone: 1800 900 090 or **Email:** imports@agriculture.gov.au



Section B: Importer and Manufacturer

1. Importer details

| | | | |
|---|--|--|--|
| Importer name | | | |
| Import permit application number (if known) | | Previous import permit number for this product (if applicable) | |

2. Manufacturer details

Note: Only the manufacturer of the final product, or their head office, should be listed below and will be included on the permit.

| | | | |
|----------------------|--|---------|--|
| Name of manufacturer | | | |
| Street address | | | |
| City | | Country | |
| Phone | | Email | |

3. Second Manufacturer details

Note: (duplicate the line if more manufactures are required) Note: Only the manufacturer of the final product, or their head office, should be listed below and will be included on the permit.

| | | | |
|----------------------|--|---------|--|
| Name of manufacturer | | | |
| Street address | | | |
| City | | Country | |
| Phone | | Email | |

4. Manufacturer's Administrative Office details

Note: Only necessary if import documentation will be provided from an alternative location (e.g., head office). If the manufacturer's company name is different to head office please provide information on the commercial relationship between the two companies

| | | | |
|-----------------------|--|---------|--|
| Administrative office | | | |
| Street address | | | |
| City | | Country | |
| Phone | | Email | |



5. Country of export Note: The country of export must provide the Official Veterinary Health Certificate (unless your permit specifically states otherwise).

| | |
|---------|--|
| Country | |
|---------|--|

Section C: Product

6. Product details

| Brand name | Product name | Package type | Package size | End use |
|------------|---------------------------|--------------|--------------|-------------------|
| E.g. JOE'S | E.g. Happy Infant Formula | Tin | 500g | Human Consumption |
| | | | | |

7. Example only – go to Q8 to complete product ingredients and processing for specific products

| Ingredients | % | Sub-ingredients | Species of origin | Country of origin | Pasteurisation of the raw milk | Processing |
|---|-------------------|---|---|---|---|---|
| Please list all ingredients below, including any added water. | (Must total 100%) | Please include percentages - adding up to the same % as the ingredient they form. | Bovine, ovine etc. (animal/plant) or Genus and species (fungi / microbial) | Required for animal derived material only. The country in which the animals resided at the time of collection. Please note: the <u>EU</u> is not a country. | Provide temperature and time. If the raw milk was not pasteurised provide details in the next column | Describe how individual animal ingredients are cooked (must be in Celsius), treated, etc. Describe whether plant material is whole, milled, dried, cooked, extracted etc. If the raw milk was not pasteurised provide the state of the dairy ingredient e.g. whey, cream, dairy mixture and the heat treatment applied (temperature and time). The examples provided in the table above provide further guidance. Permits will be refused if the temperature, time and state of the dairy is not provided. Note: Spray drying cannot be considered in biosecurity assessments |
| e.g. Milk | 65% | Not applicable | Bovine milk (cow) | Italy | Minimum temperature of 135°C for at least 1 second | |



| | | | | | | |
|---------------------------|-----|--|---------------------------------|--|---|--|
| e.g. Vanilla cream powder | 35% | Cream 15% | Bovine (cow) | USA and Canada | | The raw milk used to produce the cream was not pasteurised, the cream was heat treated at a minimum temperature of 95°C for at least 20 seconds. |
| | | Skim milk 10% | Ovine (sheep) | Italy | Minimum temperature of 72°C for at least 15 seconds | |
| | | Vanilla 5% | Vanilla | Not required for plant ingredients | | Extract |
| | | Yeast 5% Note: The total of these sub-ingredients adds up to 35%. | <i>Saccharomyces cerevisiae</i> | Not required for microbial ingredients | | Not required |

8. Product ingredients

| Ingredients Please list all ingredients below, including any added water. | % (Must total 100%) | Sub-ingredients Please include percentages - adding up to the same % as the ingredient they form. | Species of origin Bovine, ovine etc. (animal/plant) or Genus and species (fungi / microbial) | Country of origin Required for animal derived material only. The country in which the animals resided at the time of collection. Please note: the <u>EU</u> is not a country. | Pasteurisation of the raw milk Provide temperature and time. If the raw milk was not pasteurised provide details in the next column | Processing Describe how individual animal ingredients are cooked (must be in Celsius), treated, etc. Describe whether plant material is whole, milled, dried, cooked, extracted etc. If the raw milk was not pasteurised provide the state of the dairy ingredient e.g. whey, cream, dairy mixture and the heat treatment applied (temperature and time). The examples provided in the table above provide further guidance. Permits will be refused if the temperature, time and state of the dairy is not provided. Note: Spray drying cannot be considered in biosecurity assessments. |
|---|-------------------------------|---|---|--|--|---|
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9. Manufacturing Overview (for all products)



Please insert here (electronically) either a manufacturing flow chart or a robust description of the manufacture of this product including CORE temperature and time and indicate at what stage heat treatments occur during manufacture.

Check if Commercial-in-confidence information

Please provide an overview of how the above ingredients are combined to form the final product. Please include any additional treatments that the product is exposed to as part of the manufacturing process, for example:

- Cooking – Including the stage at which the heat treatment occurred, the minimum core temperature (in Celsius) and the minimum time held at this core temperature.
- Pasteurisation – Clearly indicate the stages at which pasteurisation occurs for all dairy ingredients, including the minimum temperature (in Celsius) and time.

10. Dairy traceability (for all products)

Has the dairy undergone any further processing in any additional countries (other than those specified as the country of origin and country of manufacture listed above in Q7).
NOTE: Processing includes manufacturing, packaging, labelling and storage:

No

Yes

If yes, please provide details:

e.g. The 'Whey Powder' was processed in Croatia using milk collected from animals which resided in the USA.

The 'Sweet Way' was processed in the USA and then stored in Germany prior to being manufactured into the 'Happy Infant Formula'.

The milk was manufactured in Italy then the final product re-labelled in New Zealand then sent to Australia.



Section D: Manufacturer declaration

To be completed by the **Manufacturer** listed in Section B of this application.

I declare that the information above is true and accurate to the best of my knowledge.

If manufacturing processes change, so that product is no longer compliant with all conditions on the import permit, I will provide details of the change to the Australian importer so that a new application for import permit (or an application to amend the current import permit) can be submitted to the Department of Agriculture, Fisheries and Forestry.

| | | | |
|--|--|-----------------------------|--|
| Manufacturer's Signature | | Date (dd/mm/yyyy) | |
| Full Name | | Email | |
| Position: state company name and position | | | |
| <p>This declaration must be dated within the last six months and be free from erasures and uncertified alterations. Additional information must be in the form of a manufacturer's declaration.</p> <p>For further information on documentation requirements please refer to the Minimum documentary and import declaration requirements policy - DAFF (agriculture.gov.au)</p> <p>The Department of Agriculture, Fisheries and Forestry is required to source and assess data on a range of products to ensure that they do not pose a risk to Australia's biosecurity status. All information made available to the department remains strictly commercial-in-confidence and is protected against unauthorised disclosure by the department to any other party under Australian Federal Law. With this in mind, manufacturers or exporters may prefer to provide information directly to Department of Agriculture, Fisheries and Forestry.</p> <p>Questionnaires can be emailed to imports@agriculture.gov.au and must contain the BICON application number.</p> | | | |

Section E: Privacy notice

'Personal information' means any information or opinion about an identified, or reasonably identifiable, individual.

'Sensitive personal information' means any information or opinion about an individual's racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates.



Australian Government

**Department of Agriculture,
Fisheries and Forestry**

February 2023

The collection of personal information by the Department of Agriculture, Fisheries and Forestry (the department) in relation to this application is for the purposes of assessing your application and related purposes. If the relevant personal information requested in this application is not provided by you, the department will be unable to assess your application.

Personal information may be disclosed to other Australian agencies, persons or organisations where necessary for these purposes, provided the disclosure is consistent with relevant laws, in particular the *Privacy Act 1988*. Your personal information will be used and stored in accordance with the Privacy Principles.

By completing and submitting this form you consent to the collection of all personal information, including sensitive personal information, contained in this form. The department's Privacy Policy, including information about access to and correction of your personal information, is available on the department's website. To contact the department about your personal information or to make a complaint:

Phone +61 2 6272 3933

Email privacy@agriculture.gov.au

Post Privacy Contact Officer
Department of Agriculture, Fisheries and Forestry
GPO Box 858
Canberra ACT 2601