



BUG BUSINESS - September 2019

Welcome to our September Bug Business.

We aim to keep you informed of what is happening in the world of Biosecurity.

Read more here: <http://www.agrichain-centre.com/biosecurity/bug-business-biosecurity-newsletter>

What happens if your Transitional Facility Operator resigns?

When an employee in your company resigns arrangements need to be made to ensure a smooth handover to the new person stepping up to the role. However, often we see the Transitional Facility Operator's (TFO's) responsibilities are forgotten. Unfortunately, this can ultimately lead to the suspension of your facility and potentially major disruption to your business.

The first step in this process comes from the current TFO themselves. They must alert the Approvals Team that they will be leaving the company, i.e. stepping down as the TFO and when this will come into effect. You must also allow up to six weeks for MPI to process your application from the date it is submitted.

If you can't arrange a new TFO or the application within the timeframe provided by the previous TFO's notice period, then you may need to approach the Approvals Team for a Conditional Approval. Conditional Approval may be granted where the Approvals Team deems that the company is meeting most of its Biosecurity Requirements and that the loss of the TFO was out of their control. Note that while this is available it is not a given and is only a last resort option. What may assist this Conditional Approval is having a trained deputy TFO, who is familiar with the running of your TF.

Ideally, you will have adequate time to get your application together and approved before your TFO moves on. The very first thing that you need to do is to have the new TFO attend and pass the TFO Training Course. MPI is no longer accepting booking confirmations as part of the application, therefore you must have the training certificate to send alongside the application to submit to MPI. In addition to the certificate you will also need to submit:

- Application Form
- TSW 224 Form
- Director and TFO identifications
- Certificate of Incorporation
- Updated Transitional Facility Manual.

This is all very good in theory, but we do suggest some contingency planning will assist. Think carefully about who the TFO is in the first place. Also, do you have a deputy trained? This can help during the transition process.



We understand that this process can be time consuming and overwhelming, therefore, The AgriChain Centre provides a 'Guiding the Application Process' service. We will provide guidance and assist you with completing the application forms and ensure that nothing is missing. Once the application is completed, we then assist you with submitting the application to MPI.

Need help or want to know more? Please contact our Biosecurity Consultants on 09 414 4536 or by email on info@agrchain-centre.com.



September signals high season for BMSB at TFs

It is now September and entering the high-risk season for the Brown Marmorated Stink Bug (BMSB). BMSB is not established in New Zealand and with help of Transitional Facilities, MPI staff (Biosecurity NZ) and the public, we want to keep it that way.

BMSB is a major concern to primary industries as it can destroy fruit and vegetable crops. It is also a public nuisance invading and infesting people's homes and outdoor spaces in large numbers. It is one of the topmost unwanted pests that we want to keep out of New Zealand.

Biosecurity NZ have strengthened import requirements when importing vehicles, machinery, and equipment in sea containers from 33 high-risk countries in a bid to reduce BMSB entering New Zealand.

Early detection is vital to prevent establishment in NZ. We need everyone to know what to look for and what to do if they see a BMSB – spread the word.

There are currently other species of stink bugs found in New Zealand that could be confused with BMSB. Key distinguishing features of the adult BMSB are:

- It is about the size of a 10-cent coin (approximately 14-17mm long)
- Look for black and white banding on the antennae and alternate black and white markings on the abdomen.



If you think you have seen a BMSB, do the following:

- Catch it
- Photograph it
- Report it - call the Biosecurity NZ hotline on 0800 80 99 66.

Need help or want to know more? Please contact our team by phone on 09 414 4536, or by email at info@agrchain-centre.com.



Heading toward the busy season it's a good time for TFs to conduct an internal audit

Many Transitional Facilities (TFs) are increasing imports to have stock on hand for the coming months. Before the busy season arrives, it is prudent to do an internal audit ensuring all your equipment is in place, signage for your TF is visible and your staff are up to date with your current approved procedures.

An internal audit is a snapshot of where your facility is, at any given point of time, in relation to meeting MPI requirements. Having your internal audit completed and knowing your facility complies gives you peace of mind that there are no issues during the busy season. This is also an opportune time to remind staff of the process and procedures approved by MPI that occur on site. Making time now may be a lot easier than trying to do these activities when your business is busy, and staff are away on leave.

Once completed, TFs need to submit their internal audit online to MPI. MPI have created an online portal where you need to complete and submit your internal audit. This process should take 10 – 15 minutes and you will receive an acknowledgement email of your audit submission. **Keep it on file!** You are required to conduct an internal audit at least annually and submit it to MPI within 10 days of completion.



If you require any assistance with your internal audit, updating your Biosecurity Manual, or need to purchase equipment or signs, please get in touch and we can help you with these.

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