



Australian Government

Australian Quarantine and Inspection Service

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**The Australian Wood Packaging Certification Scheme (AWPCS) for Exports -  
Certified Facility Relocation Requirements**

**Purpose:**

To clarify the requirements applicable to certified companies when relocating an existing certified facility to a new site.

**Issues:**

Relocating a certified facility to a new site is considered a **significant** variation to a certified company's quality system. Any alterations that can affect compliance with the requirements of the AWPCS must be submitted in writing to the company's certification body for approval prior to implementation.

If a certified company relocates an existing certified facility to a new location then the following requirement must be met:

1. The company must notify their certification body **prior** to the relocation.
2. The company's quality manual must be updated and submitted to their certification body for approval **prior** to the relocation.
3. The new site must be audited **prior** to the production/treatment or on-selling of any wood packaging.

**Note:** Wood packaging that is produced prior to the new site being audited and compliance verified will not be recognised as being compliant with the ISPM 15 standard.

**Action:**

That you disseminate this information to AWPCS accredited certification bodies and they distribute this information to all certified companies immediately.

Leanne Payne  
A/g Program Manager  
Grain and Plant Products Export Program  
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