



Australian Government

Department of Agriculture, Fisheries and Forestry
Biosecurity

Notice to Industry
17 May 2012

40/2012

Quarantine Fees and Charging Guidelines (incorporating relevant imported food fees)

Who does this notice affect?

The Quarantine Fees and Charging Guidelines could affect all import industry stakeholders who are users of quarantine services and imported food services.

What is changing?

The Quarantine Fees and Charging Guidelines have been revised and are available at: www.daff.gov.au/aqis/import/general-info/fees-charges-import/quarantine-fees-and-charging-guidelines.

Further Information?

If you have any questions or concerns please contact the import clearance fees and charging phone line on 02 6272 3817.



Australian Government

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Quarantine Fees and Charging Guidelines

(Incorporating relevant Imported Food fees)



Import Permits
Import Operations
Treatment and Inspections

Version 16
Effective 2012

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1. Purpose

The quarantine fees and charging guidelines interpret the *Quarantine Service Fees Determination 2005* (The Determination) and the *Imported Food Control Regulations 1993* for quarantine and some imported food activities respectively. The guidelines provide instructions and references to a wide range of audiences on the application of fees with respect to imported cargo.

The purpose of these guidelines is to provide comprehensive, accurate and consistent advice from a national level on fees and charging applied by quarantine and imported food officers in operations. It also provides clarity about quarantine and imported food fees and charges to industry and the public when importing goods. The guidelines refer to DAFF Biosecurity fees only and do not include any other government charges or fees that are applied by commercial entities such as custom brokers, freight forwarders, express carriers, quarantine approved premises.

This document has been prepared for those who have an interest in the application of quarantine and some imported food fees and charges that align with quarantine. The audience is wide ranging and includes the following:

- DAFF Biosecurity staff
- members of the public
- Industry
- other government agencies

2. Legislative Basis

The *Quarantine Act 1908* (the Act), the *Quarantine Regulations 2000* and the *Quarantine Proclamation 1998* provide the legislative support for the quarantine services delivered by the Quarantine Operations Division. Legislative support for food safety concerns is provided by the *Imported Food Control Act 1992* and the *Imported Food Control Order 2001*.

Costs related to import clearance activities are recovered through fees. They are made pursuant to section 86E of the *Quarantine Act 1908* and section 36 of the *Imported Food Control Act 1992*. Fees associated with quarantine and food compliance inspection services are provided for in the *Quarantine Fees Determination 2005* (The Determination) and the *Imported Food Control Regulations 1993*. The above legislation can be found at: www.comlaw.gov.au.

3. Scope

3.1 Areas covered by guidelines

Fees and charges are designed to cover the cost of activities across three separate activity streams:

- Import permits
- Import Operations
- Treatments and Inspections

Import permits

This activity stream includes the receipt; assessment and issuing of all permits on specified goods as well as the implementation of quarantine policy in the form of import permit conditions. Permit fees include application and assessment fees. There are five categories of permit assessment to reflect the complexity of assessing a permit application (See appendix 9.1 Categories for permits).

Import Operations

This activity stream includes all cargo risk management and entry management activities, including:

- the documentary quarantine clearance of all cargo and imported food including issuing food control certificates
- risk profiling activities relating to (Full import Declarations) FIDs and (Self Assessed Clearances) SACs
- development and implementation of operational quarantine policy for Quarantine Approved Premises (QAP)
- compliance agreements (CA) and associated administration, application, and development and implementation of measures by third parties to mitigate quarantine risks
- overtime work on processing entries (working outside ordinary hours of duty).

Treatments and Inspections

This activity stream includes:

- inspection of imported cargo and food e.g. bulk/containerised goods and personal effects
- supervision of treatments
- auditing of quarantine approved premises and parties operating under compliance agreements

- overtime work providing inspections and supervision of treatments.

This activity stream also includes all risk based intervention activities such as the Sea Container Hygiene System, sea container low risk pathway (previously known as ECIR) and postcode reclassification.

3.2 Areas *not* covered by guidelines

The following areas are not covered by these guidelines:

- government funded activities including the processing of international passengers and mail at the airport. Those charges can be found at: www.daff.gov.au/aqis/avm/aircraft/fees-charges
- vessel entries and inspections. Those charges can be found at: www.daff.gov.au/aqis/avm/vessels/fees-charges
- food import compliance agreements. The details of this topic can be found at: www.daff.gov.au/aqis/import/food/food_import_compliance_agreements_fica

4. Charge Exemptions

This Determination does not apply to services performed, or to applications or entries lodged or assessed, in relation to:

- a) the importation of goods:
 - (i) For the official use of a diplomatic mission in Australia
 - (ii) For the personal use of a diplomatic agent of the mission
 - (iii) For the personal use of a member of the diplomatic agent's family, if the person forms part of diplomatic agent's household and is not an Australian citizen
- b) the importation of goods for the personal use of a member of the administrative or technical staff (the **staff member**) of a diplomatic mission at the time of first installation, if the staff member is neither an Australian citizen nor permanently resident in Australia; or
- c) the importation of goods for the personal use of a member of the staff member's family at the time of first installation, if the person forms part of the staff member's household and is neither an Australian citizen nor permanently resident in Australia; or
- d) vessels or equipment used by the defence force of a foreign country that is engaged in a combined military activity if the Australian Defence Force has informed AQIS of the operation; or

- e) the importation into Australia of disability assistance dogs.
1. In addition, this Determination does not apply in relation to the following services provided by AQIS under the Act:
 - (a) the examination of personal luggage that arrives in Australia aboard the same vessel as the owner or importer of the goods; or
 - (b) the screening or inspection of international postal items that arrive in Australia.

Note: This section is extracted from the determination.

5. Glossary

Assessable item

An item on an application for a permit, or on an application for the variation of a permit, that identifies the importation or proposed importation of particular goods or goods in a particular class, if:

- (a) Two or more items on an application for a permit, or on an application for the variation, of a permit, relate to standard goods (whether or not the goods are of the same class); and
- (b) The goods have a similar level of quarantine risk.

AEP for Commodities

Automatic Entry Processing for Commodities. The system that processes the electronic import declaration lodged through the ICS by accredited persons for specific commodity types.

AEP Non Commodity System

Automatic Entry Processing non commodity system. The system that processes the electronic import declaration lodged through the **ICS** by accredited persons that include Processing Types.

AIMS

AQIS Import Management System. The electronic system that enables lodgement and processing of imported consignments based on data entered manually or via ICS. Such data relating to a specific consignment constitutes an AIMS entry.

CAPEC

Conference Asia Pacific Express Carriers (CAPEC). Currently there are 4 companies on this list DHL, FedEx, TNT, and UPS.

Compliance Agreement

A legally binding agreement between DAFF Biosecurity/the Commonwealth and an Other Party, which requires the Other Party to meet specific requirements in respect of goods in an agreed manner.

Dual entry

An entry that is lodged for both imported food and quarantine

Dual officer

An officer accredited for inspections of both imported food and goods of quarantine interest.

AQIS holiday*

For the performance of a service, means Monday, Tuesday, Wednesday, Thursday or Friday that is a day observed as a public holiday in the place in which the service is performed, or a day falls in the period beginning on 27 December and ending on 31 December in a year.

Fee

A charge for services undertaken by DAFF Biosecurity, imposed by the most recent compilation of the [Quarantine Service Fees Determination 2005](#).

FID

Full Import Declaration. An electronic declaration to declare imports to Australian Customs Border Protection Service (Customs) and DAFF Biosecurity. A FID is electronically generated through the ICS and is required for imported goods valued above the Customs threshold (\$1,000) (except for tobacco or alcohol whose value may be less than \$1,000).

FCL

Full Container Load. Refers to a full container consigned from one consignor to one consignee.

FCX

Full Container Loads (with multiple house bills) is a shipping container containing a number of individual consignments for one consignee.

FFS

Fee For Service.

HVSO

High Volume Specialised Operators. These are premises of companies that unpack Household and Personal Effects. An example is moving companies who assist with the import of a person's household goods and personal effects upon moving to Australia.

ICS

Integrated Cargo System. The electronic system maintained by the Australian Customs and Border Protection (Customs) and administered by both Customs and DAFF Biosecurity.

In-office

In relation to the performance of a quarantine service, means the performance of the service at a location where services of an officer are available on an on-going basis. This means services at locations where officers are permanently stationed such as manned QAPs or DAFF offices.

Import declaration

a full import declaration (FID) or
a self-assessed clearance declaration (SAC).

LCL

Less than Container Load. These are consignments that are not full container loads, such as one pallet from one consignor to one consignee.

Manned location

Locations where a quarantine officer is present during ordinary hours of duty, the officer may also be there after hours.

Non-standard goods

goods for which DAFF Biosecurity has no established import permit conditions, and live animals and animal reproductive material.

Ordinary hours of duty

Refers to the period that begins at 6.30 am and ends at 6.30 pm on any weekday that is not a public holiday or DAFF Biosecurity holiday.

Persons responsible for fees (known as 'Persons by who fees are payable' in the Determination)

A fee for the lodgement of an application or entry is payable by the person who lodges the application or entry.

Any other fee is payable by the person to whom the relevant service is, or is to be provided.

QAP (Quarantine Approved Premises)

A premises/facility (or an area within a premises/facility) approved by DAFF Biosecurity for the performance of quarantine functions under section 46A of the Quarantine Act 1908 and specifically meeting the necessary standards for the class of QAP.

SAC

Self Assessed Clearance. An electronic declaration used by importers or their agents to declare imports to Customs and DAFF Biosecurity.

Standard Goods

Goods, other than live animals and animal reproductive material, for which DAFF Biosecurity has established import permit conditions.

Unmanned location

Locations where a DAFF Biosecurity officer is not present during ordinary hours of duty.

Note: AQIS holiday is an extracted term from the Determination. Some DAFF Biosecurity regions have the offices open to the public during this period. Details of operating hours can be acquired from DAFF Biosecurity regional offices.

(See Appendix 9.2)

6. Fees for Import Permits

6.1 About Import Permit Fees

Based on the *Quarantine Proclamation 1993*, some commodities are only permitted entry into Australia upon assessment, approval and issuance of an import permit. An importer is required to submit an application for permit to import quarantine material to DAFF Biosecurity. DAFF Biosecurity will assess the application and on the basis of that assessment may approve and issue an import permit. This permit details the conditions for import for that specific commodity and may contain specific conditions deemed necessary to ensure biosecurity risks are addressed for the importation, use and disposal of those commodities. DAFF Biosecurity charge fees for those services.

The lodgement of an import permit application must be accompanied by full payment for the lodgement and assessment fee. Applications will not be assessed until full payment is received. If further assessment is required, additional fees will apply.

6.2 List of fees and explanatory notes

The following tables outline the fees charged for permit lodgement and assessment.

LODGEMENT of Import Permit Application

Service	Fee (AUD)
Permit Application Fee - Manual Or Permit Application Amendment Fee - Manual	\$150.00
Electronic	\$85.00
Fee for service per ¼ hour (where required)	\$40.00
LODGEMENT of an ePermit application for Category 1 Standard goods – one assessable item only	\$125.00

ASSESSMENT of Import Permit Application

Service	Fee (AUD)
Category* 1 (Standard goods)	Each assessable item= \$40.00
Category 2 (Non-standard goods)	Each assessable item= \$80.00 (for an initial assessment period up to 1 hour)
Category 3 (Non-standard goods)	Each assessable item= \$160.00 (for an initial assessment period up to 2 hours)
Category 4 (Non-standard goods)	Each assessable item= \$240.00 (for an initial assessment period up to 3 hours)
Category 5 (Non-standard goods)	Each assessable item= \$320.00 (for an initial assessment period up to 4 hours)
Fee for service per ¼ hour (where required)	\$40.00
ASSESSMENT of an ePermit application for Category 1 Standard goods – one assessable item only	\$125.00

Note: Categories of goods are listed in Appendix 9.1

The explanatory notes for the above fees are as follows:

- Electronic lodgement applies to applications received via the DAFF Biosecurity online lodgement system. All other methods of application will be treated as manual lodgement (email, fax, or post).
- For each quarter hour, or part thereof, an assessment exceeds the initial assessment period; a fee for service charge is also payable.
- A single assessment fee of \$40 is payable for an ePermit application for Standard goods (Category 1) listed as 'ePermittable'.
- Fees are payable for lodgement and assessment. Applications do not guarantee an import permit will be granted.

6.3 Examples

Example 1: ePermit application for 10 'ePermittable' items of nursery stock from Thailand.

Service	Lodgement	Assessment	Total (AUD)
ePermit lodgement and assessment	\$85.00	\$40.00x10=\$400.00	\$85.00+\$400.00=\$485.00

Example 2: Import permit application for banana fibre articles (Category 2) from Indonesia

Service	Lodgement	Assessment	Total (AUD)
Manual lodgement and assessment	\$150.00	\$80.00	\$230.00
Electronic lodgement and assessment	\$85.00	\$80.00	\$165.00

Example 3: Import permit application for 1 stockfeed products (Category 4) from Canada

Service	Lodgement	Assessment	Total (AUD)
Manual lodgement and assessment	\$150.00	\$240.00 x 1	\$390.00
Electronic lodgement and assessment	\$85.00	\$240.00 x 1	\$325.00

7. Fees for Import Operations

7.1 About fees for import operations activities

Import operations refer to all cargo risk management and entry management activities. They include activities associated with:

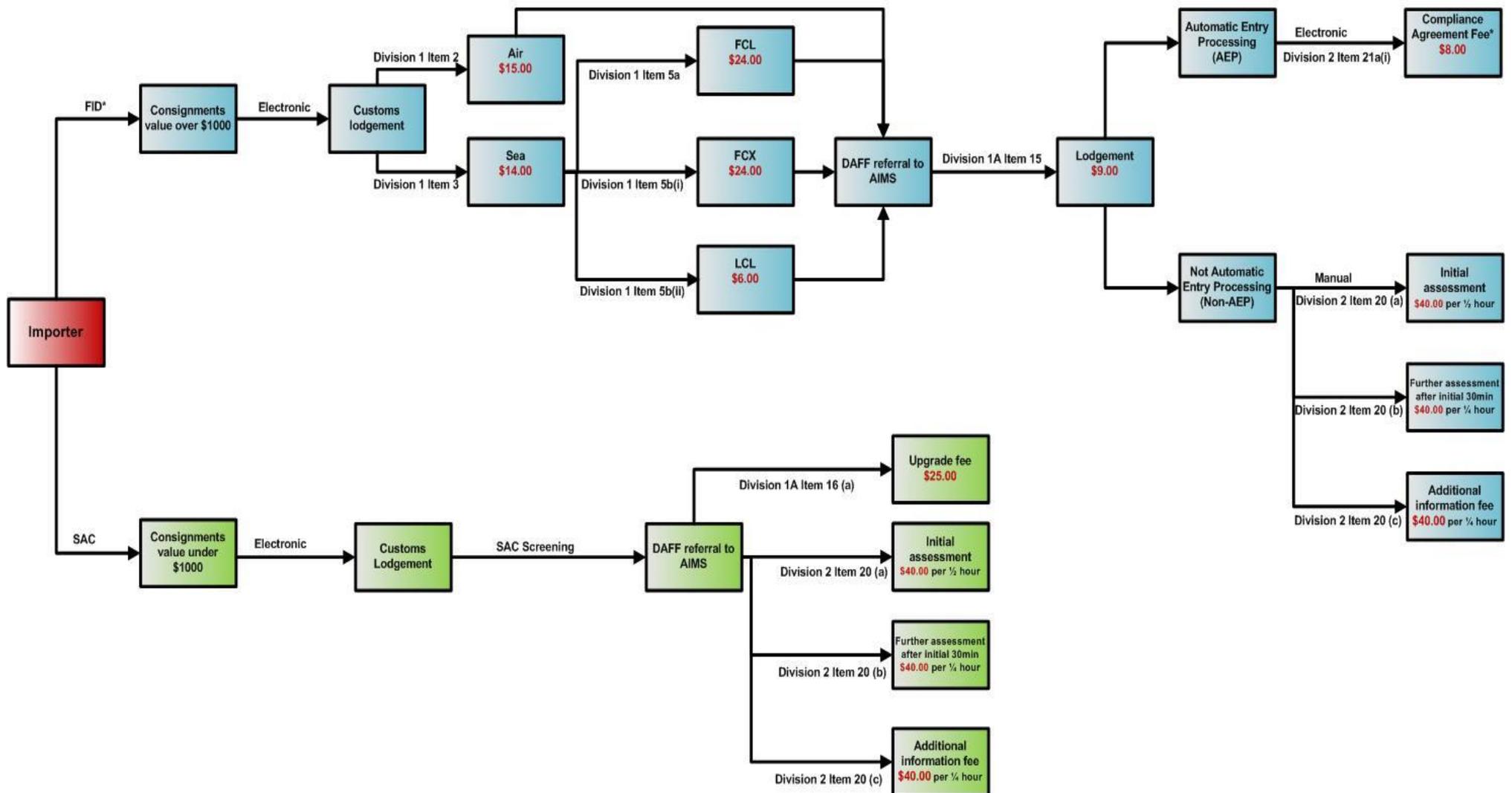
- the documentary quarantine clearance of all cargo and imported food including issuing food control certificates
- risk profiling activities relating to FIDs and SACs
- development and implementation of operational quarantine policy for Quarantine Approved Premises (QAP)
- Compliance Agreements (CA) and associated administration, application, and development and implementation of measures by third parties to mitigate quarantine risks
- Overtime work on processing entries (working outside ordinary hours of duty)

7.2 Overall flowchart of fees for import operations activities

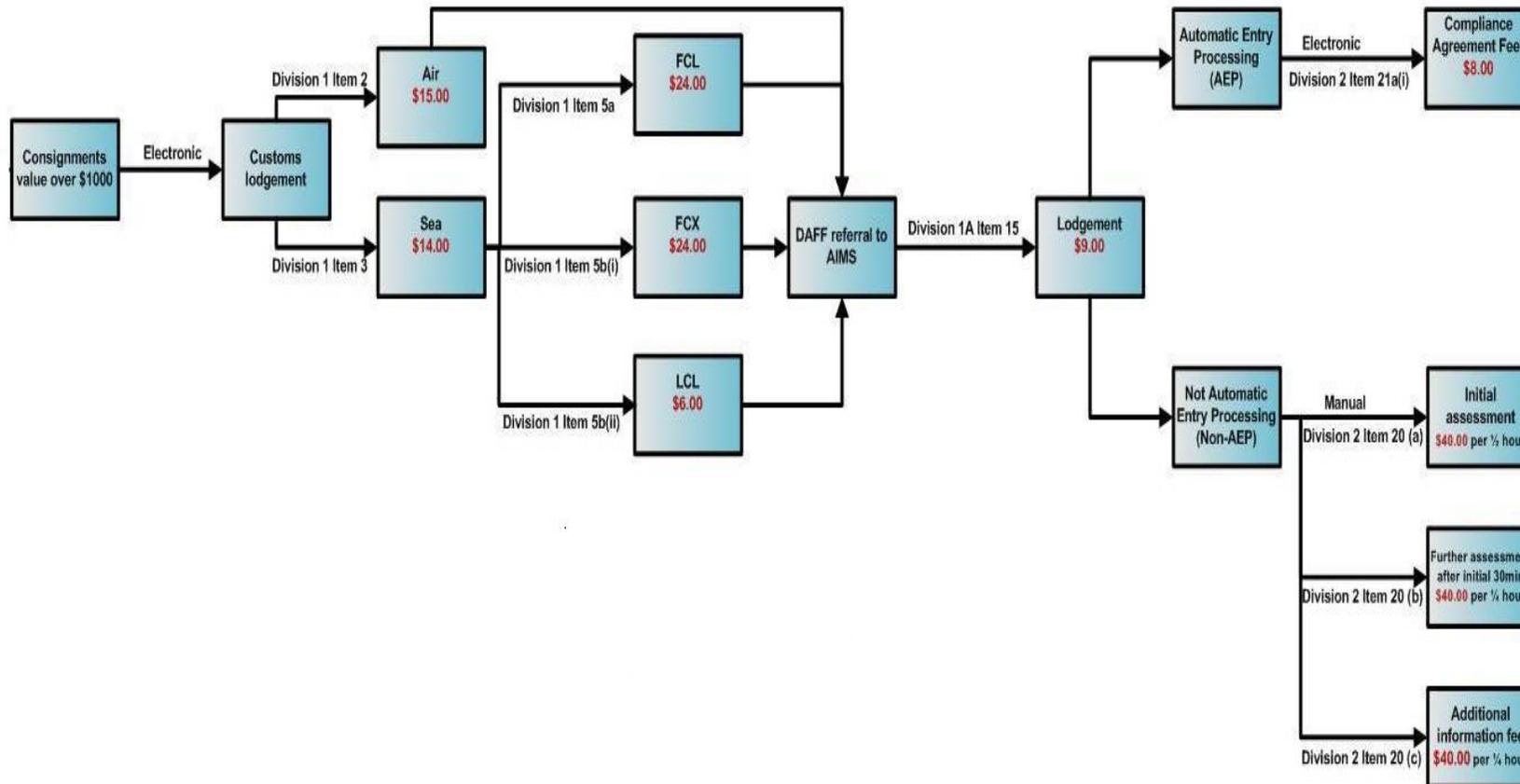
The following flowchart outlines the fees presented in the Determination for import operations activities. Each fee item in the flowchart references the relevant section of the Determination.

Note: The entry processing fees in the flowchart are also regulated in the *Imported Food Control Regulations 1993*

Fees for Import Operations Activities



7.3 Consignment value over \$1000



Import Declaration fees

All sea and air cargo entering Australia with a value in excess of the Customs low value threshold (currently AUD\$1000) require a FID to be lodged in the Integrated Cargo System (ICS) maintained mainly by Customs. FIDs are charged when documents lodged by the importer and/or customs broker in the ICS. FIDs are electronically targeted or profiled by DAFF Biosecurity to identify imports of quarantine concern. These FIDs are referred to DAFF Biosecurity for assessment.

Schedule 1: Import Declaration fees

Category	Description	Unit	Fee
ICS Full Import Declaration - Air	DAFF Biosecurity entry fee for consignments arriving via air	Per FID	\$15.00
ICS Full Import Declaration - Sea	DAFF Biosecurity entry fee for consignments arriving via sea	Per FID	\$14.00

Note: This fee must be paid to Customs along with Customs charges, duty and taxes before the FID can be released from the ICS.

ICS Container Fees

Container fees are applied to all imported shipping containers reported on a FID to recover costs associated with a wide range of cargo risk management, inspection and surveillance activities.

The fee also incorporates costs associated with post quarantine detections, import clearance effectiveness, centralised appointments and supervision expenses relating to treatment and inspection activities:

Schedule 2: ICS container fees

Category	Description	Unit	Fee
Container Fee (FCL)	Container entry fee paid by the party that lodges the FID.	Per container	\$24.00
Container Fee (FCX)	Container entry fee paid by the party that lodges the FID.	Per container	\$24.00
Container Fee (LCL)	Container entry fee paid by the party that lodges the FID.	Per container	\$6.00

Note: Customs collects ICS FIDs and container fees on behalf of DAFF Biosecurity. They must be paid to Customs along with Customs charges, duty and taxes before the FID can be released from the ICS. Additional fees will not be required by DAFF Biosecurity, provided no additional quarantine intervention is required.

Lodgement fees

For cargo that has been targeted for quarantine or imported food intervention, an entry must be lodged in AIMS for further processing by DAFF Biosecurity. FIDs in the ICS will be automatically referred across to AIMS if the consignment details match quarantine or imported food profiles. An electronic lodgement fee will be charged. Manual entries may be created in AIMS to assign directions for biosecurity intervention on consignments that are not electronically declared in the ICS. They may also be created for billing purposes. Examples include inspecting country action list (CAL) containers, new vehicle surveillance inspections, or for charging where multiple entries have been released from the ICS. Manual entries may be created by DAFF Biosecurity staff, as well as by brokers and members of the public where stand alone computer facilities are provided. Where manual entries are created for these purposes, a manual entry lodgement fee will be charged along with the specific fees incurred.

Schedule 3: Lodgement fees

Category	Description	Unit	Fee
Electronic Lodgement Fee	Fee for electronic transfer of FIDs in ICS to AIMS	Per entry	\$9.00
Manual Lodgement Fee	Fee for all non electronic lodgement to AIMS	Per entry	\$15.00

Entry processing fees

If an entry has been referred to AIMS for processing a relevant Fee for Service (FFS) processing fee will be applied.

If an entry is processed under the AEP for commodities Scheme, and/or the electronic clearance of imported timber and timber products scheme (EC timber scheme), the Compliance Agreement (CA) assessment fee (\$8.00) will be applied.

When a DAFF Biosecurity officer completes the initial processing of an entry, the FFS (Entry processing) fee will be applied. This fee must be paid prior to initial processing being conducted.

The FFS (Entry Processing) fee (initial processing) is a time based fee with a charge of \$40 covering the first half hour of the processing. For complex entries where the initial processing takes more than half an hour, additional FFS (Entry Processing) fees (after initial 15 Minutes) will be charged at the rate of \$40 per quarter hour.

If a DAFF Biosecurity officer requires additional information to complete an entry, an additional FFS (Entry Processing) Fee of \$40 will apply per entry. In addition, the time-based fee will be applied for every 15 minutes of assessment.

Schedule 4: Entry processing fees

Category	Description	Unit	Fee
Compliance Agreement fee if the goods are processed under a compliance agreement Quarantine entry-compliance agreement	Fee for the assessment of goods subject to the AEP non-commodity scheme and/or the AEP for commodities Scheme	Per entry	\$8.00
Initial assessment fee if goods are NOT subject to a compliance agreement FFS (Entry processing) fee (Initial processing)	Initial processing of an entry lodged in AIMS for the first ½ hour	Per ½ hour	\$40.00
Fee for additional time taken to complete initial processing FFS (Entry Processing) Fee (after initial ½ hour)	Fee for further assessment after the first half hour	Per ¼ hour	\$40.00
Additional information Fee*	Fee for further assessment if additional information is required	Per entry	\$40.00
FFS (Entry Processing) Fee (additional information required)*	Fee for further assessment if additional information is required	Per ¼ hour	\$40.00

Note: The additional information fee (\$40.00/entry) is only chargeable once regardless how many times further information is required for that entry. The fee for service rate of \$40.00 per ¼ hour (or part thereof) will be charged for each time additional information is required for further assessment.

Entry Processing fees for dual entries

If a dual officer assesses a dual entry in relation to goods of quarantine and imported food concern, regular fees outlined under quarantine Entry Processing Fees schedule 4 are applicable. In the absence of a dual officer, assessment of documents will be

undertaken by both an imported food officer and a quarantine officer. To ensure there is no disadvantage to industry, 30 minutes of each officer's time is included in the initial assessment fee. However, if either the quarantine or imported food officer's initial assessment takes over 30 minutes, additional processing fees will apply.

Example 1 – Dual entry assessed by an imported food officer and a quarantine officer

Quarantine initial assessment takes 15 minutes. Imported food initial assessment takes 35 minutes. (i.e. One of the individual assessments has taken over 30 minutes). The following charges apply:

Description	Assessment	Unit	Fee
FFS (entry processing quarantine & imported food) Fee (initial assessment)	Initial Assessment	First ½ hour	\$40.00
FFS (entry processing) Fee (after initial assessment) for Imported Food's additional 5 minutes	Initial Assessment	First ½ hour	\$40.00
Total			\$80.00

Example 2 – Dual entry assessed by a dual officer

Quarantine initial assessment takes 35 minutes. Imported food initial assessment takes 30 minutes. The entry requires additional documentation for both quarantine and Food. Subsequent assessment takes 5 minutes each. The following charges apply:

Description	Assessment	Unit	Fee
FFS (entry processing quarantine & imported food) Fee (initial assessment)	Initial Assessment	First ½ hour	\$40.00
FFS (entry processing) Fee (after initial assessment)	Initial Assessment	Additional ¼ hour x3	\$120.00
FFS (entry processing quarantine) Fee – (additional documentation required)	1 st Additional Assessment	Per entry	\$40.00
FFS (entry processing) Fee (after initial assessment)	1 st Additional Assessment	Additional ¼ hour	\$40.00
Total			\$240.00

Example 3 – Dual entry assessed by an imported food officer and a quarantine officer

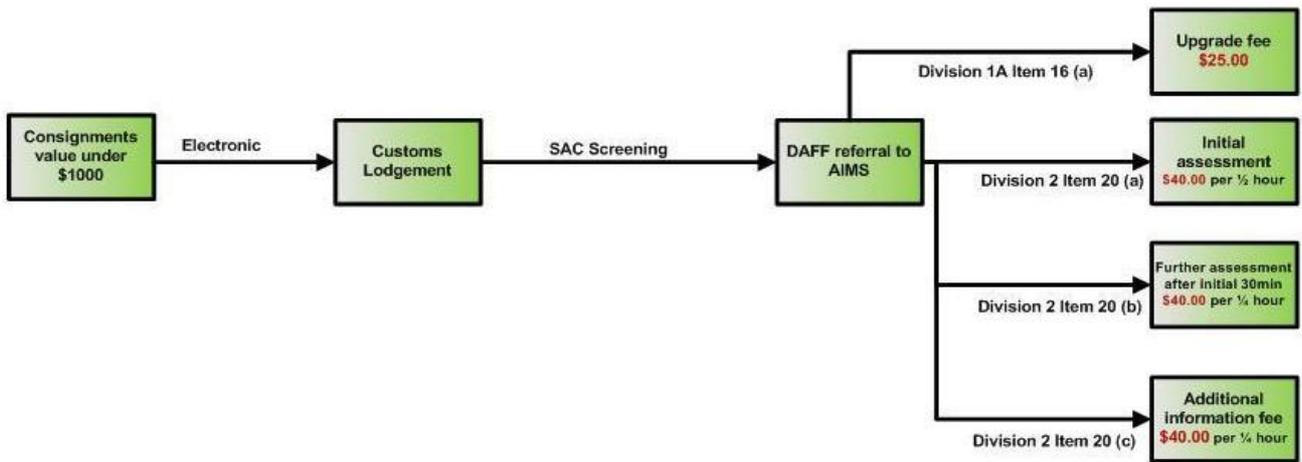
Quarantine initial assessment takes 45 minutes. Imported food initial assessment takes 35 minutes. The entry requires additional documentation for both quarantine and food. Subsequent assessment takes 10 minutes each. The following charges apply:

Description	Assessment	Unit	Fee
FFS (entry processing quarantine & imported food) Fee (initial assessment)	Initial Assessment	First ½ hr	\$40.00
FFS (entry processing) Fee (after initial assessment) for Quarantine’s additional 15 minutes	Initial Assessment	Per ¼ hour	\$40.00
FFS (entry processing) Fee (after initial assessment) for Imported Food’s additional 5 minutes	Initial Assessment	Per ¼ hour	\$40.00
FFS (entry processing quarantine) Fee – (additional documentation required)	1 st Additional Assessment	Per entry	\$40.00
FFS (entry processing) Fee (after initial assessment) for Imported Food	1 st Additional Assessment	Additional ¼ hour	\$40.00
FFS (entry processing) Fee (after initial assessment) for Quarantine	1 st Additional Assessment	Additional ¼ hour	\$40.00
Total			\$240.00

Note: The examples above do not relate to entries that are subject to a compliance agreement.

7.4 Consignment value less than \$1000

A SAC is electronically generated through the ICS and is for imported good valued at or below the Customs' threshold (\$1,000). If it matches a DAFF Biosecurity profile or is volunteered to DAFF Biosecurity, it will be lodged in the DAFF Biosecurity entry management system for further assessment. DAFF Biosecurity charges a fee for upgrades. Once entries are upgraded, normal entry processing fees apply as shown in fee schedule 4.

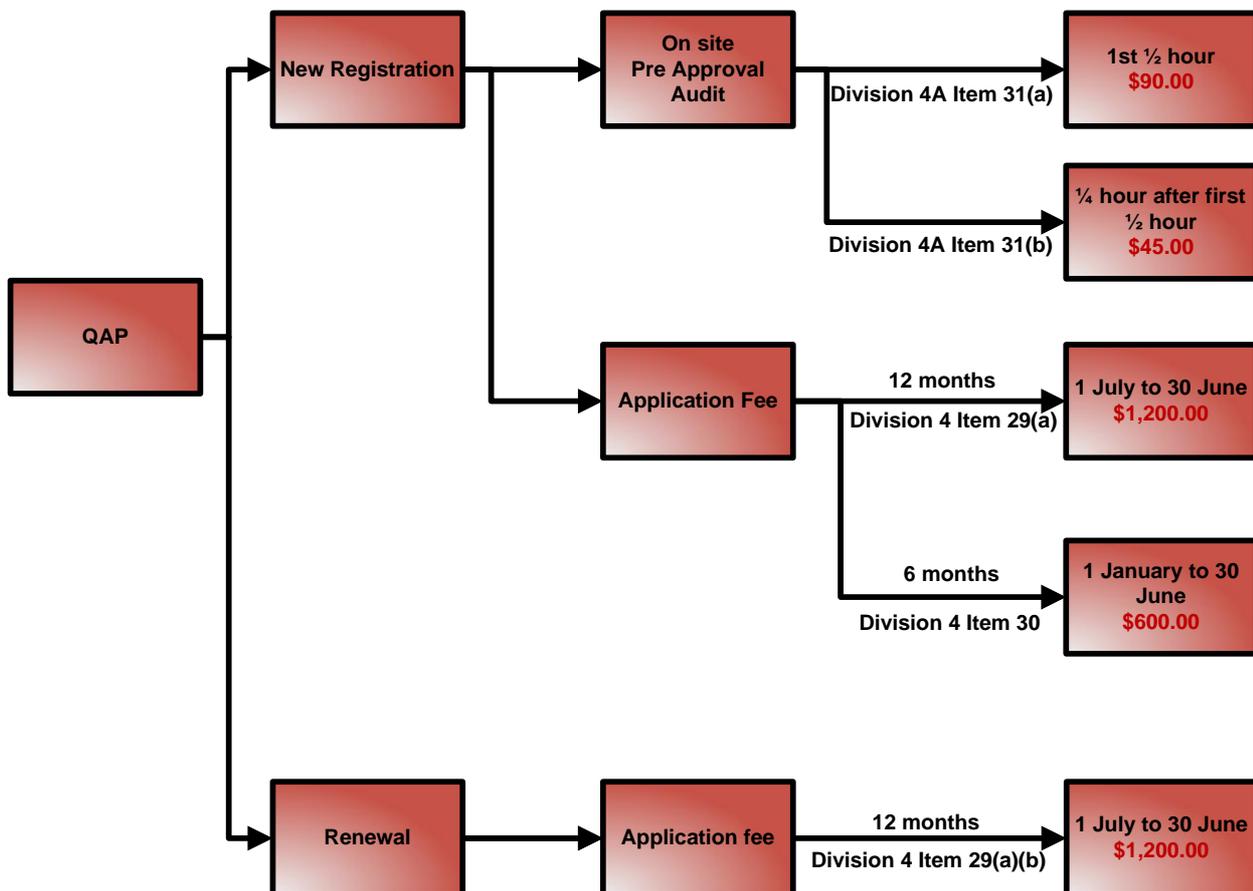


Schedule 5: SAC upgrade fee

Category	Description	Unit	Fee
Lodgement Fee – SAC upgrade	Fee for upgrade of SAC declaration in ICS to AIMS	Per entry	\$25.00

7.5 Quarantine Approved Premises

Application fees apply to establishments intending to operate as a DAFF Biosecurity Quarantine Approved Premises (QAP). These premises are approved under Section 46A of the *Quarantine Act 1908* for performing quarantine activities such as unpacking, processing, treatments and storage of goods.



Premises are approved by DAFF Biosecurity after an initial site audit confirms that the requirements for approval have been met. Existing registered QAPs are required to renew their application annually.

A flat annual application fee is applicable for new applications or renewal of applications. In addition to above charges, FFS will be applied for audit of premises and examination of documentation in relation to the application for approval or renewal of approval of a QAP.

It is also common practice for officers to be asked by prospective QAP operators to undertake awareness or information style visits to the proposed sites, where officers provide advice on what class of QAP is needed, what facilities are required and details of the application and approval process. The time spent performing this service should be charged using the FFS rates.

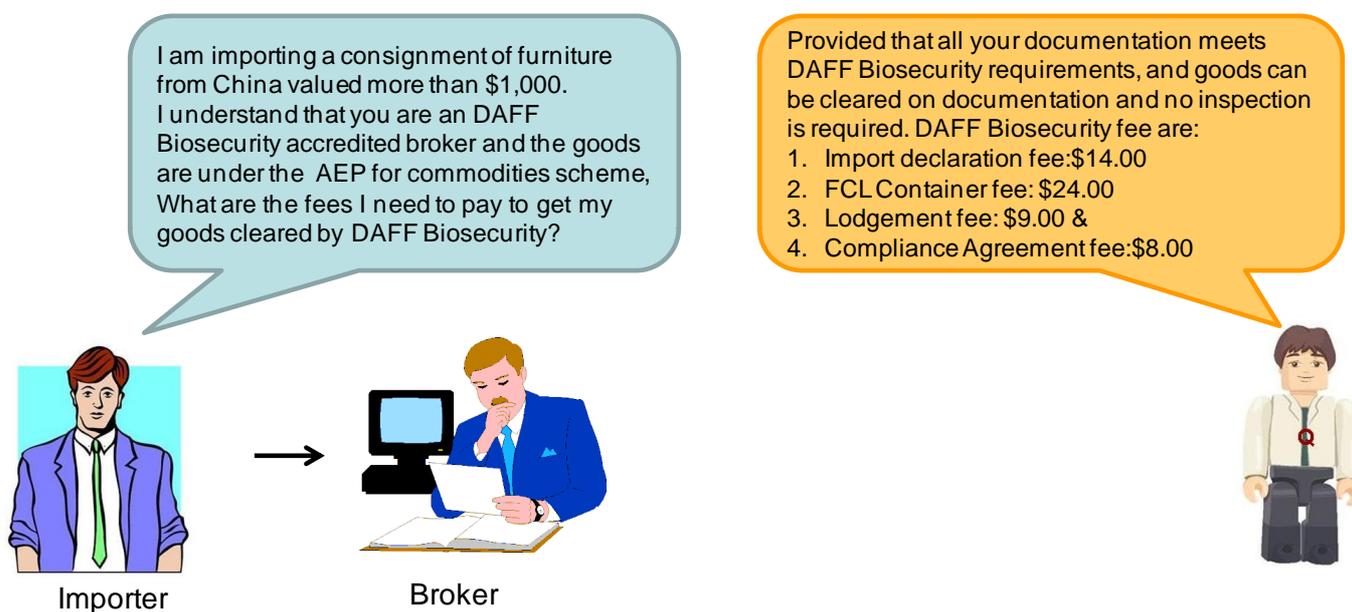
Schedule 6: QAP application and on site audit fees

Category	Description	Unit	Fee
Approved Premises – (July – June)	Fee for new application or renewal for one financial year or part of the financial year if the application is made on or before 1 January in a financial year.	Per Premises	\$1200.00
on site Inspection/Audit - 1st ½ hour	Fee for inspections or auditing of a premise for the first half hour or part thereof.	Per ½ hr	\$90.00
on site Inspection/Audit - after 1st ½ hour	Fee for inspections or auditing of a premise after the first half hour.	Per ¼ hr	\$45.00

7.6 Case studies

The case studies listed below are some examples encountered by DAFF Biosecurity officers in the regions. The fees mentioned here include import declaration fees, container fees and entry lodgement and processing fees in the import operations activity stream. Potential inspection fees are not included here. Details of those fees will be discussed in Section 8 of this document.

1. Entry lodgement and processing fees for consignments over \$1,000 where the lodger is accredited under the AEP non-commodity scheme



2. Entry lodgement and processing fees for consignments over \$1,000 where the lodger is not accredited under the AEP non-commodity scheme



I am importing a consignment of wooden toys from USA valued more than \$1,000. I am **not** using an AEP accredited broker. What are the DAFF Biosecurity fees I need to pay to get my goods cleared by DAFF Biosecurity?

Provided that all your documentation meets DAFF Biosecurity requirements. Goods can be cleared on documentation and no inspection is required.

DAFF Biosecurity fees are:

1. ICS lodgement fee: \$14.00
 2. FCL Container fee: \$24.00
 3. Lodgement fee: \$9.00 &
 4. Initial assessment fee for the first ½ hour: \$40.00
- 

3. Entry lodgement and processing fees for consignments less than \$1,000 at non-manned QAPs



I am importing 10 boxes of rose from China through air cargo. They are valued at less than \$1,000. How much do I need to pay to get them cleared?

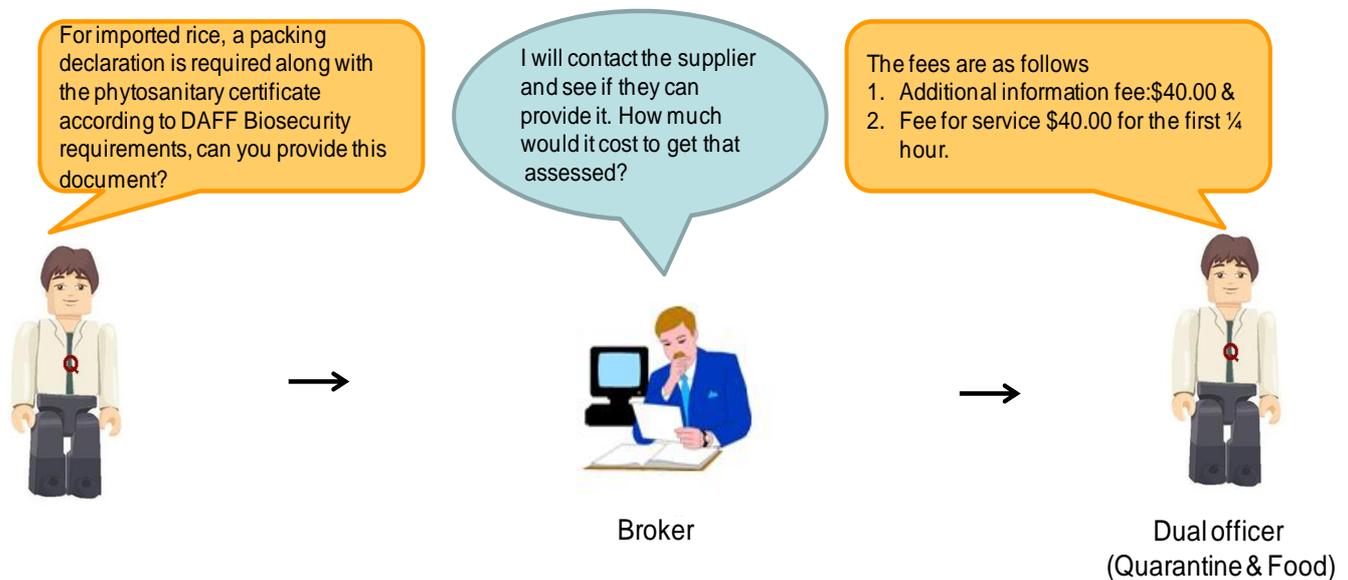
There are no upfront fees, but your goods require quarantine assessment. There will be inspection fees to follow. Documentation clearance fees are as follows:

1. Manual lodgement fee - SAC upgrade fee to AIMS: \$25.00
 2. Initial assessment fee: \$40.00/ first ¼ hour
- 

Importer

Quarantine officer

4. Initial documents presented were incomplete. Fees for additional information required for further documentary assessment



8. Fees for Treatments and Inspections

8.1 About Treatment and Inspection Fees

Imported goods and the air and sea containers that convey goods have the potential to introduce exotic pests and diseases into Australia, for example through contaminated commodities or pests on untreated packaging/dunnage. A number of onshore treatments and inspections are used by DAFF Biosecurity to identify and address a range of quarantine risks.

Treatment and inspection activities include physical inspection of imported cargo including bulk, containerised, break bulk cargo and personal effects. For goods that require treatments, DAFF Biosecurity provides supervision services for treatment providers that are not accredited by DAFF Biosecurity.

Fees for auditing of Quarantine Approved Premises (QAP) and parties operating under Compliance Agreements (CA), and for risk based quarantine interventions are also included in this section.

8.2 Fee for service (FFS) – time based fees

Clients are charged for the total time taken to perform each service. For time based fees, DAFF Biosecurity officers are to record the start and end time of the services provided, for charging purposes. Minimum charging units are half an hour (unmanned

location) and quarter of an hour (manned location) or part thereof there is no partial change of a minimum. The inspection times are to be rounded up to the next multiple of the unit charge if the time taken to perform the service exceeds the exact multiple of that unit charge. (For example, a 17 minute inspection would be charged as 2x15 minutes at a manned location).

DAFF Biosecurity services are provided at ordinary hours of duty and overtime rates as shown in the following two tables:

Schedule 7: Ordinary House of Duty Inspection Fees

Charge Category	Description	Unit	Fee
Fee for Service	FFS – 1st ½ or part thereof – Unmanned location	½ hr	\$90.00
Fee for Service	FFS – after 1st ½ hour – Unmanned location	¼ hr	\$45.00
Fee for Service	FFS – ¼ hour or part thereof – Manned location	¼ hr	\$40.00
Fee for Service	FFS – After 1 st ¼ hour or part thereof – Manned location	¼ hr	\$40.00

Overtime charges are time based fees that are charged **in addition to** the fee for service for each officer. There are two types of overtime fees that may be charged:

- Continuous overtime is charged where a service was commenced prior to 18:30 and continues past this time (outside the standard hours of duty). It is also charged after 3 hours when a non-continuous minimum overtime unit has already been applied.
- Non-continuous overtime is charged where a service commences outside standard hours of duty.

Schedule 8: Overtime Inspection Fees

Charge Category	Description	Unit	Fee
Overtime	Weekday Continuous	¼ hr	\$16.00
Overtime	Weekday Non-Continuous (minimum of 3 hours)	Min.	\$192.00
Overtime	Non-Weekday Continuous	¼ hr	\$24.00
Overtime	Non-Weekday Non-Continuous (minimum of 3 hours)	Min.	\$288.00

8.3 Fee for service (FFS) - Unit based fees

Unit based fees are applied per item of service regardless of the time taken to complete the service within the time limit of the unit fee. Once the unit based item of

service has been completed, if any further action is required, the appropriate fee will be charged. The unit based fees are as follows:

- Daily rate
- Overnight rate
- Non-containerised timber inspection rate
- Fee per application for the assessment for offshore clearance work

Schedule 9: Unit based Inspection Fees

Charge Category	Description	Unit	Fee
Daily rate	For services of an officer for 1 or more working days	Officer/ working day	\$900.00
Overnight rate	For each officer required to stay overnight	Night	\$150.00
Timber	Examination of non-containerised Timber	m3	\$2.40
Assessment offshore	Assessment for an application for performance of a service offshore	application	\$120.00

The daily rate is to be charged where a DAFF Biosecurity officer is engaged for a day (being 7.5 hours)The daily rate applies only to services performed within the ordinary hours of duty (6.30am-6.30pm).

The daily rate cannot be exchanged for the hourly rate after the service has commenced. If the officer is required to work outside the ordinary hours of duty, overtime inspection fees will apply. There is currently no penalty fee for the cancellation of booking.

Overnight rate is to be charged where a DAFF Biosecurity officer is required to stay at the premises locations overnight as requested by an entity. Once the overnight rate is contracted, it cannot be exchanged for the hourly rate after the service has commenced.

Break bulk/non-containerised timber examination is to be charged where a service chargeable at the rate of \$2.40 per cubic metre is required. A time-based fee will not apply unless other remedial services (resulting from examples such as contamination or infestation) are required in which case the appropriate FFS charge shown in Schedule 7 and8 would apply.

Assessment fee for application to perform quarantine service offshore is charged to assess an application for requiring DAFF Biosecurity officers to work offshore. The *Quarantine Act 1908* does not have jurisdiction outside Australia. This fee is only

applicable when assessment for application is conducted in areas under Australian jurisdiction.

8.4 Inspection types

There are standard and non-standard inspections with corresponding charging schedules. Standard fee for service (FFS) charges apply to the majority of inspections and are applied to clients for the time taken to perform each service regardless of whichever inspection method is undertaken according to schedule 7, 8 and 9. The following are the charging principles for all inspections:

- For the purpose of charging, DAFF Biosecurity officers are to record the start and end time every time they perform an inspection or supervision of a treatment.
- Where there is more than one DAFF Biosecurity officer involved in an inspection, the time for all officers taken will be charged.
- DAFF Biosecurity does not charge fees for travelling to and from the inspection premises.

Although all inspections come under the principle of fee for service, charges for a limited range of inspections vary slightly they are:

- 8.4.1 Fees for tailgate inspections
- 8.4.2 Fees for bulk SAC inspections
- 8.4.3 Fees for supervision of treatment
- 8.4.4 Fees for food inspections

8.4.1 Fees for tailgate inspections

Tailgate inspections are to be charged at a rate of one tailgate fee per container on the basis of the inspection taking up to a quarter of an hour per container at manned locations. For unmanned locations, the first container will be charged the first half hour rate and additional containers the quarter hour rate. If the tailgate inspection on a container takes longer to complete, additional fees will be charged at the appropriate FFS rate per quarter hour (or part thereof).

Schedule 10: Tailgate Inspection Fees

Charge Category	Description	Unit	Fee
FFS	Tailgate- Unmanned locations – 1st ½ hour or part thereof	½ hr 1st container	\$90.00
FFS	Tailgate – Unmanned Depot – after 1st ½ hour	¼ hr per additional container	\$45.00
FFS	Tailgate – Manned Depot – ¼ hour or part thereof	¼ hr per container	\$40.00
FFS	Tailgate – Manned Depot – after ¼ hour or part thereof	¼ hr per additional container	\$40.00

Case study 1 Fees for tailgate inspections at a manned location

An Importer from Canada imported 5 containers of peat moss into Australia. The total value of goods is \$40,000. Tailgate inspections are ordered at a manned QAP premises in Victoria. The charges are as follows:

Customs collected fees on behalf of DAFF Biosecurity

Fee description	Rate	Unit	Total
Sea cargo lodgement	\$14.00	1	\$14.00
FCL container fee	\$24.00	5	\$120.00
Total			\$134.00

DAFF Biosecurity charges

Fee description	Rate	Unit	Total
Electronic lodgement fee	\$9.00	1	\$9.00
Entry processing fee	\$40.00	1	\$40.00
Tailgate inspection at a manned location for the first container	\$40.00	1	\$40.00
Tailgate inspection for the following containers	\$40.00	4	\$160.00
Total			\$249.00

Total DAFF Biosecurity charges: \$134.00+\$249.00=\$383.00

Case study 2 Fees for tailgate inspection at an unmanned location

An importer from Singapore imported 2 containers of stockfeed into Australia. The goods have been ordered for tailgate inspections to verify that the packing of goods is free from quarantine risk material. The inspection is to be performed at an unmanned QAP.

Customs collected fees on behalf of DAFF Biosecurity

Fee description	Rate	Unit	Total
Sea cargo lodgement	\$14.00	1	\$14.00
FCL container fee	\$24.00	2	\$48.00
Total			\$62.00

DAFF Biosecurity charges

Fee description	Rate	Unit	Total
Electronic lodgement fee	\$9.00	1	\$9.00
Entry processing fee	\$40.00	1	\$40.00
Tailgate inspection at an unmanned location for the first container	\$90.00	1	\$90.00
Tailgate inspection for the following containers	\$45.00	1	\$45.00
Total			\$184.00

Total DAFF Biosecurity charges: \$62.00+\$184.00=\$246.00

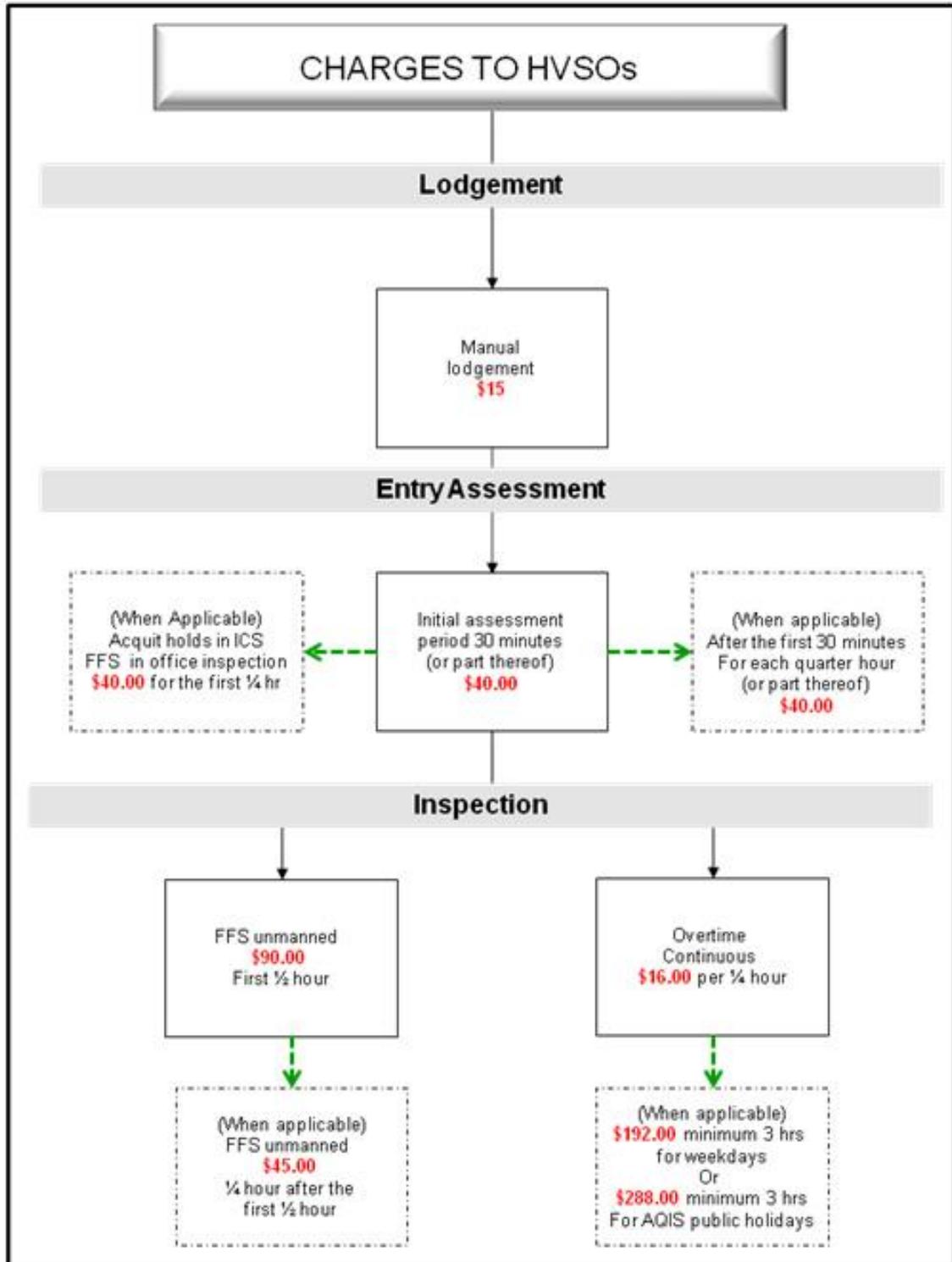
8.4.2 Fees for bulk inspections

When imported sea freight such as personal effects is processed by High Volume Specialised Operators (HVSO) or airfreight by forwarders, DAFF Biosecurity officers will conduct inspections via appointment at the client's QAPs and goods from a number of individual importers will be inspected as one consignment.

DAFF Biosecurity officers are to record the total time taken and charge the HVSO or air courier company directly for the service provided rather than importers individually. The unmanned fee for service is to be charged based on the inspection arrangement made between the industry and DAFF Biosecurity, which is inspection via appointment.

8.4.2.1 Charges to HVSOs for sea freight

The following flow chart outlines the charging process at



Case study 1 Fees for Unaccompanied Personal Effects (UPE) inspection at a HVSO location

A High Volume Specialised Operator (HVSO) contacted DAFF Biosecurity to inspect some unaccompanied personal effects from 27 individual importers at their premises. One officer was assigned to do the job. Inspection was conducted within ordinary hours of duty. It takes the DAFF Biosecurity officer 1 day and 1.5 hours to finish the job.

Customs collected fees on behalf of DAFF Biosecurity
\$0.00

DAFF Biosecurity charges to HVSO

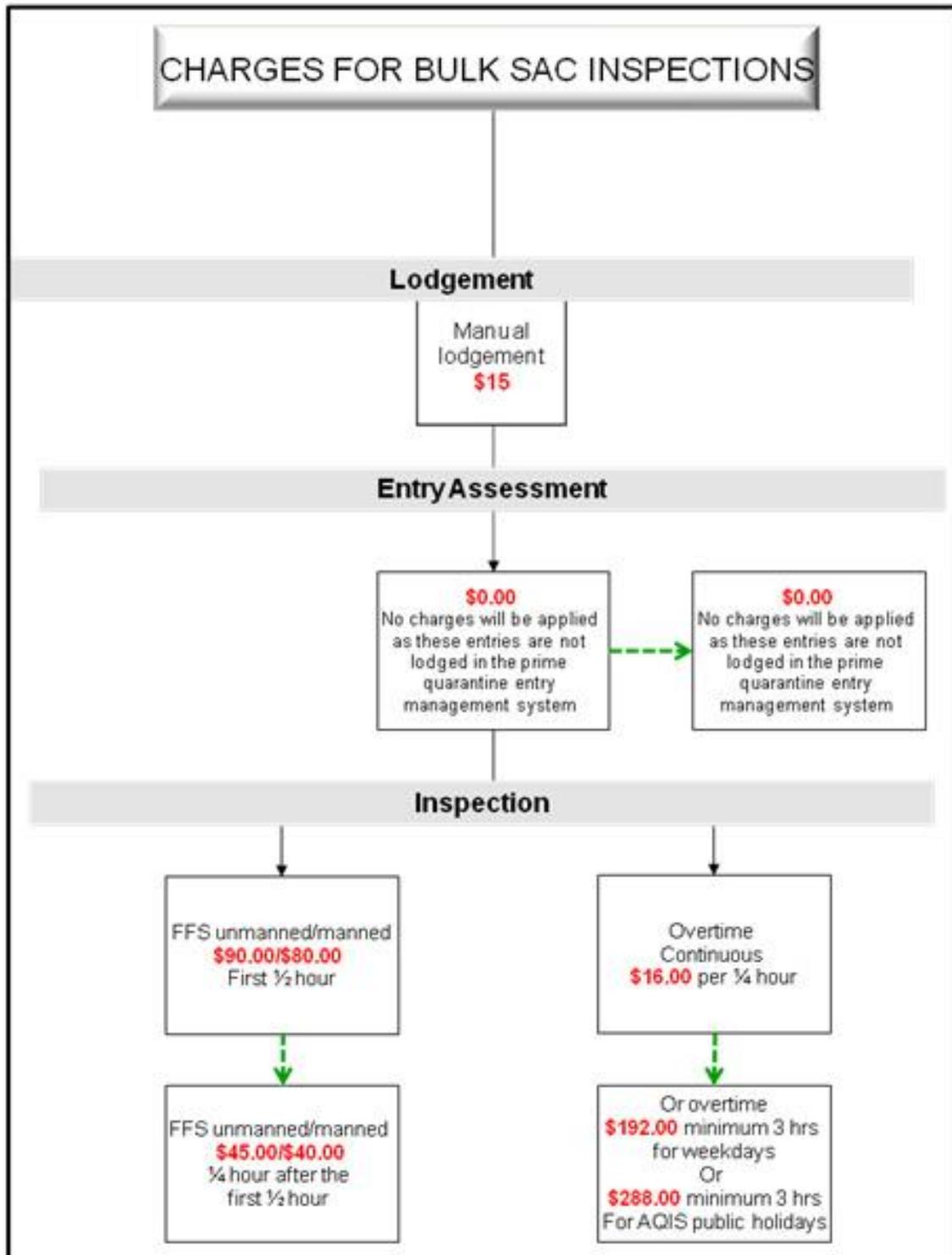
Fee description	Rate	Unit	Total
Manual lodgement fee	\$15.00	1	\$15.00
Release consignments in ICS	\$40.00	6	\$240.00*
FFS - Daily rate	\$900.00	1	\$900.00
FFS – unmanned inspection for the 1 st ½ hr	\$90.00	1	\$90.00
FFS – unmanned inspection ¼ hr after the 1 st ½ hr	\$45.00	4	\$180.00
Total:			\$1425.00

Total DAFF Biosecurity Charges: \$0.00+\$1425.00=\$1425.00

Note: The \$40 fee is applied for up to 5 consignments or part thereof, therefore for 27 consignments, 6 lots of \$40.00 are charged.

8.4.2.2 Charges for bulk SAC inspections

The following flow chart outlines the charging process for bulk SAC inspections:



Case study 2 Fees for bulk SAC inspections

There were six DAFF Biosecurity officers booked to inspect goods imported via air cargo at a courier company's location in WA. The total time taken was two hours. The inspection was conducted within the ordinary hours of duty.

DAFF Biosecurity charges to QAP Operator

Fee description	Rate	Unit	Total
Manual lodgement fee	\$15.00	1	\$15.00
FFS – unmanned inspection for the 1 st ½ hr	\$90.00	6	\$540.00
FFS – unmanned inspection ¼ hr after the 1 st ½ hr	\$45.00	36	\$1620.00
Total:			\$2310.00

Total DAFF Biosecurity Charges \$0.00+\$2310.00=\$2310.00

8.4.3 Fees for supervision of treatment

Once goods are ordered for treatment by DAFF Biosecurity, depending on the type of treatment and the co-regulatory arrangement between DAFF Biosecurity and the treatment provider, DAFF Biosecurity may be required to provide supervision of the treatment provider when the treatment is conducted, so the treated goods are compliant with quarantine standards after treatment. DAFF Biosecurity charge fees for such supervision.

DAFF Biosecurity supervises methyl bromide fumigators who are not accredited and charges apply for this service.

Other quarantine treatments include heat treatment, ethylene oxide treatment (ETO), cold storage, destruction, disinfection and deep burial. If DAFF Biosecurity supervision is required, the following fees in schedule 11 will apply.

Schedule 11 Fees for supervising treatments

Charge Category	Description	Unit	Fee
Fee for Service	FFS – 1st ½ or part thereof – Unmanned depot	½ hr	\$90.00
Fee for Service	FFS – after 1st ½ hour – Unmanned depot	¼ hr	\$45.00
Fee for Service	FFS – ¼ hour or part thereof – Manned depot	¼ hr	\$40.00
Fee for Service	FFS – after 1 st ¼ hour or part thereof – Manned depot	¼ hr	\$40.00

The application of charging is as follows:

- The supervision and monitoring of treatments is to be charged to the party who requests supervision, either the treatment provider or QAP operator.
- Treatment providers or QAP operators may be invoiced either per supervision, or daily or weekly if a DAFF Biosecurity officer is at their premises.
- Charging commences from the time the supervision starts and finishes at the completion of the first treatment (monitoring reading for fumigation).
- A new charge should commence for each incident of subsequent treatment (e.g. monitoring reading for fumigation).

8.4.4 Fees for quarantine and/or food inspections on cargo

Goods arriving as cargo may require an inspection for quarantine requirements and/or they may require an inspection for to assess compliance with Australian food standards under the Imported Food Inspection Scheme. Where both a quarantine and a food inspection occur, these may be conducted by different DAFF Biosecurity officers and inspection charges may be applied for both.

The application of charging is as follows:

- Where a quarantine officer conducts an inspection and a food officer conducts a separate inspection, inspection fees will be charged for each inspection.
- Where a quarantine and food inspection is conducted by a dual officer at the same time, the inspection charge will be applied once for the length of time the inspection takes.

Example: Fees for a quarantine and a food inspection conducted on cargo at a manned depot

A consignment of food that requires a quarantine and a food inspection is stored at a manned depot. A DAFF Biosecurity food officer was booked to inspect the food. The manned depot quarantine inspection took 25 minutes and the food inspection by a separate officer took 45 minutes.

Fee Description	Unit	Fee
Manned Depot FFS (quarantine inspection)	First ¼ hr	\$40.00
Manned Depot FFS (quarantine inspection)	Additional ¼ hr	\$40.00
Unmanned Depot FFS (imported food inspection)	First ½ hr	\$90.00
Unmanned Depot FFS (imported food inspection)	Additional ¼ hr	\$45.00
Total DAFF Biosecurity Charges		\$215.00

8.5 Overtime charges

Any inspection service provided by a DAFF Biosecurity officer outside the ordinary hours of duty will attract overtime charges. Such charges are applied in addition to any fee for service charges levied during ordinary hours of duty. There are two types of overtime fees, continuous and non-continuous, as defined in 8.2. Overtime fees are shown in schedule 9.

8.5.1 Booking and cancellation of booking

Booking: Persons requiring DAFF Biosecurity services outside ordinary hours of duty should contact the DAFF Biosecurity office in the region to organise an overtime inspection. A minimum amount of notice may be required for the supply of overtime services as they are subject to the availability of an inspecting officer.

Cancellation of booking: A minimum of 24 hours notice is required to cancel an inspection. There is no charge for cancellation of bookings.

Note: Details regarding minimum amount of notice can be acquired from DAFF Biosecurity regional offices. Contact details are listed in the Appendix 9.2 of this document.

8.5.2 Examples of overtime charges

Continuous

A client requests an inspection to be undertaken at a QAP (unmanned depot), beginning at 4.30pm. The inspection lasts for 4 & 1/2 hours, and is finished at 9:00pm. For 2 hours between 4.30pm and 6.30pm the inspection falls in the DAFF Biosecurity ordinary span of hours. For 2.5 hours between 6.30pm and 9.00pm the inspection moves into continuous overtime. FFS is charged for the total inspection time of 4.5 hours.

Fee description	Rate	Unit	Total
FFS (Unmanned Depot 1 st ½ hour): 4:30pm – 5.00pm:	\$90.00	\$90.00x1	\$90.00
FFS (Unmanned Depot \$45 per ¼ hour): 5.00pm – 9.00pm:	\$720.00	\$45.00x16	\$720.00
Total FFS			\$810.00
Overtime Weekday Continuous (\$16.00 per ¼ hr) 6.30pm – 9.00pm	\$16.00	\$16.00X10	\$160.00
Total Charges (FFS + Overtime):			\$970.00

Non-Continuous

A DAFF Biosecurity officer is requested to perform an inspection at an unmanned depot on a public holiday and the inspection takes two hours from 6.00am to 8.00am. Public holidays (or DAFF Biosecurity holidays) are outside the DAFF Biosecurity span of ordinary working hours, so overtime is charged in addition to the FFS rate for the whole inspection. Since the inspection commenced outside the DAFF Biosecurity span of ordinary working hours, the non-continuous minimum of 3 hours charge is applied. FFS is also applied for the inspection time of 2 hours.

Fee description	Rate	Unit	Total
FFS (Unmanned Depot 1 st ½ hr) 6.00am to 6.30am:	\$90.00	\$90.00x1	\$90.00
FFS (Unmanned Depot \$45 per ¼ hour) 6.30am to 8.00am:	\$45.00	\$45.00x6	\$270.00
Total FFS			\$360.00
Overtime Non-Weekday Non-Continuous (minimum of 3 hours)	\$288.00	\$288.00x1	\$288.00
Total DAFF Biosecurity Charges (FFS + Overtime):			\$648.00

8.6 Fees for quarantine related training and auditing services

Under Compliance Agreements (CA) between DAFF Biosecurity and industry, DAFF Biosecurity provides services of auditing of Quarantine Approved Premises (QAP) and parties, training of QAP operators, and training of brokers. These services will be charged for the time taken using fee for service rates.

8.6.1 Auditing of QAPs and other parties

Where an audit is to be conducted at QAP operator's premises to ensure compliance to the relevant premises criteria, out of office fees for service apply. The application of charging is as follows:

- Time spent preparing for the audit is **not** chargeable. **Only** time spent on-site auditing compliance with the QAP requirements will be charged.
- Awareness/Information visits by DAFF Biosecurity to the proposed site is chargeable at the out-of-office fee-for-service rates.
- Close-out inspections are chargeable at the out-of-office fee for service rates.
- Where more than one officer is involved in an audit, the time taken by all officers should be charged.

Schedule 13 Fees for audits

Charge Category	Description	Unit	Fee
Application	QAP initial audit for approval 1st ½ hour (out-of-office)	1/2 hr	\$90.00
Application	QAP initial audit for approval after 1st½ hour (out-of-office)	¼ hr	\$45.00
Fee for service	QAP audit 1st ½ hour (out-of-office)	1/2 hr	\$90.00
Fee for service	QAP audit after 1st ½ hour (out-of-office)	¼ hr	\$45.00
Fee for service	QAP audit daily rate	Day	\$900.00

8.6.2 Training of QAP operators and brokers

DAFF Biosecurity provides training to industry to qualifying business operators seeking to gain accreditation through compliance agreements. Such training includes: QAP operator training for Onshore Quarantine Fumigation Scheme and Onshore Quarantine Fumigation Perishable Goods Scheme and training for broker accreditation.

Schedule 14 Fees for training QAP operations and brokers

Charge Category	Description	Unit	Fee
Training	½ hr conducting broker accreditation training (in-office)	1/2 hr	\$80.00
Training	Broker accreditation training daily rate	day	\$900.00
Training	QAP operators training daily rate	day	\$900.00

9. Appendix

9.1 Categories for Permits

Categories	Description	Unit	Fee
Category 1	Standard commodities	Assessable Item	40.00 each assessable item
Category 2	non-standard commodities: A single product (covered by a Compliance Agreement); canned pet food; cell lines (laboratory animals); cats and dogs (excluding first cat or dog in a consignment); cosmetics; cut flowers; dried herbs, dried spices; food items for human consumption; fruit; herbarium specimens not infected or infested; hides and skins; human therapeutics (private and commercial use); human vaccines; laboratory material (proteins, DNA, catalogues, animal sera); microbes; natural fibres and fibre products; non-organic fertiliser (bulk); plant based stockfeed samples for in-vitro use; plant material and seeds or grains or both for in-vitro use; seeds and grains (for processing or human consumption or both); single cell line (non-laboratory animal); single fermented product (not being a veterinary therapeutic product or stock food product); single parasite; soil samples; vegetables; water.	Assessable Item	\$80.00 for any assessment period up to 1hr, then for each additional qtr hr - \$40.00
Category 3	non-standard commodities: Herbal teas; herbarium specimens infected and infested; oversized timber not for milling; plant material and seeds or grains for in-vitro use – infected or infested; plant pollen for in-vivo use; single micro-organism (possible pathogen); single aquaculture feed; wood chips or charcoal for cooking or smoking food.	Assessable Item	\$160.00 for any assessment period up to 2 hrs then for each additional qtr hr - \$40.00
Category 4	non-standard commodities: Animal reproductive material; biological control agents; bird seed; live animals (including first cat or dog in a consignment but not subsequent cats or dogs in a consignment); plant based stock feed; plant pathogens for in-vivo or in-vitro use; seed or plant material for processing into pet food; single bulk culture medium; single dried pet food; single organic fertiliser.	Assessable Item	\$240.00 for any assessment period up to 3 hrs, then for each additional qtr hr - \$40.00
Category 5	non-standard commodities: Additional master seed (as part of a live or inactivated vaccine), in-vivo biological material; single live vaccine (in respect of one master seed); single new master seed or inactivated vaccine with one seed; single veterinary vaccine renewal.	Assessable Item	\$320.00 for any assessment period up to 4 hrs then for each additional qtr hr - \$40.00

9.2 Fees and charges Contact Details

Canberra

Phone: 02 6272 3817

NSW

Phone: 02 8334 6758

VIC

Phone: 03 8318 6774

QLD

Phone: 07 3246 8755

Far North QLD

Phone: 07 4030 7829

WA

Customer Service Desk Phone: 08 9334 1500

Manager – Import Clearance Phone: 08 9334 1543

NT

Phone: 08 8999 2295

SA

Phone: 08 8305 9758

TAS

Phone: 03 6233 2635