

Purpose:

It is important that biosecurity incidents are reported as soon as practicable. This ensures that any biosecurity risk associated with the incident can be managed to an acceptable level and to limit the risk associated with any pest or disease entering, establishing or spreading into Australian territory.

The *Biosecurity Act 2015* requires persons in charge of goods that are subject to biosecurity control to notify the Department of Agriculture and Water Resources of reportable biosecurity incidents.

Incidents that must be reported

Events relating to goods that are prohibited goods, conditionally non-prohibited goods or suspended goods

- the goods are in a container, a conveyance or other premises and are not as described on a manifest or an import permit relating to the goods;
- the goods are in a container, a conveyance or other premises that is damaged and the goods are no longer secure;
- the goods have been lost or stolen;
- the goods have been destroyed in circumstances other than in compliance with a direction given by a biosecurity officer.

Events relating to conditionally non-prohibited goods

- a change to the intended use of the goods.

Events relating to goods generally

- the goods or any container holding the goods, or the conveyance or other premises in which the goods are being held, have been, or are likely to have been, exposed to contamination, infestation or infection from prohibited goods, conditionally non-prohibited goods or suspended goods;
- the goods are infested with a live pest (for example, an insect, invertebrate or other animal);
- biosecurity measures that have been required to be taken in relation to the goods under Chapter 3 of the Act have not been taken (including because it was not possible for the biosecurity measures to be taken in relation to the goods).

Who must report biosecurity incidents

You are required by law to report certain biosecurity incidents if you are:

- a person in charge of goods subject to biosecurity control or an exposed good order, or
- a person in charge of an aircraft or vessel carrying goods subject to biosecurity control or an exposed goods order; and
- you become aware of a reportable biosecurity incident in relation to those goods.

The obligation to report a biosecurity incident applies whether or not the person is in Australian territory when they became aware of the biosecurity incident.

Reporting a biosecurity incident

Biosecurity incidents can be reported:

- directly to a biosecurity officer and Darwin Airport Representative
- to the department on 1800 798 636
- by completing a **Reportable biosecurity incident form** (attached)
- Link to form:
<http://www.agriculture.gov.au/SiteCollectionDocuments/biosecurity/legislation/reportable-biosecurity-incident-form.pdf>

Failure to report an incident

The department has defined biosecurity incidents because they pose serious biosecurity risks that we need to know about in order to take action to prevent or limit the biosecurity damage.

Where a person in charge fails to report a biosecurity incident they commit an offence under the Biosecurity Act and may be liable to a civil penalty.

Failure to notify the department about a reportable a biosecurity incident could result in the escalation of serious biosecurity risk and could lead to an incursion. Delayed notification can reduce the options available to the department to resolve the biosecurity issues and there are serious ramifications for the person or entity involved.



Reportable Biosecurity Incident

Biosecurity Act 2015

Reportable Biosecurity Incident to be completed by the person in charge of goods, or the person in charge of an aircraft or vessel carrying goods, subject to biosecurity control or an exposed goods order. When you become aware of a reportable biosecurity incident in relation to the goods. This report is submitted in accordance with reporting requirements under the Biosecurity Act 2015.

Section A: Name and contact details of person making report

person in charge of the goods person in charge of an aircraft or vessel that was or is carrying the goods

Given name Family name

Work phone (include area code) Mobile phone

Email

Address

Suburb/town/city State/territory Postcode

Section B: Goods details

Description of goods	AIMS/permit number/other
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Section C: Location of incident

Address

Suburb/town/city State/territory Postcode

Specific location

Have the goods been moved since the incident?

No

Yes

Current location of goods address

Suburb/town/city State/territory Postcode

Specific location

Section D: Details of incident

Description of incident

Steps taken to manage incident

When did you become aware of the incident?

Date (dd/mm/yyyy)

Time (hh:mm)

If you were unable to report the incident immediately, please explain why

Section E: Details of person/s who may have information about the incident

Person 1

Given name

Family name

Work phone (include area code)

Mobile phone

Email

Address

Suburb/town/city

State/territory

Postcode

Person 2

Given name

Family name

Work phone (include area code)

Mobile phone

Email

Address

Suburb/town/city

State/territory

Postcode

Section F: Events that are Reportable Biosecurity Incidents

(tick the event relevant to this incident)

Events relating to goods that are prohibited goods, conditionally non-prohibited goods or suspended goods	
<input type="checkbox"/>	the goods are in a container, a conveyance or other premises and are not as described on a manifest or an import permit relating to the goods
<input type="checkbox"/>	the goods are in a container, a conveyance or other premises that is damaged and the goods are no longer secure
<input type="checkbox"/>	the goods have been lost or stolen
<input type="checkbox"/>	the goods have been destroyed in circumstances other than in compliance with a direction given by a biosecurity officer
Events relating to conditionally non-prohibited goods	
<input type="checkbox"/>	A change to the intended use of relevant goods that are conditionally non-prohibited goods is a reportable biosecurity incident in relation to the goods
Events relating to goods generally	
<input type="checkbox"/>	the goods or any container holding the goods, or the conveyance or other premises in which the goods are being held, have been, or are likely to have been, exposed to contamination, infestation or infection from prohibited goods, conditionally non-prohibited goods or suspended goods
<input type="checkbox"/>	the goods are infested with a live pest (for example, an insect, invertebrate or other animal)
<input type="checkbox"/>	biosecurity measures that have been required to be taken in relation to the goods under Chapter 3 of the Act have not been taken (including because it was not possible for the biosecurity measures to be taken in relation to the goods)

Failure to report a reportable biosecurity incident as soon as practicable after becoming aware of it in accordance with the *Biosecurity Act 2015* is an offence and may make you liable to a civil penalty under section 155 or 156.

Giving false or misleading information is an offence, and may make you liable to a civil penalty.

Section G: Privacy notice

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

The collection of personal information by the Department of Agriculture and Water Resources in relation to this document is authorised under the *Biosecurity Act 2015*. If you do not provide the relevant personal information requested in this document, the department will be unable to complete a full biosecurity risk assessment and/or contact you if future biosecurity risks emerge. Personal information may be disclosed to other Australian agencies, including the Australian Border Force, Department of Immigration and Border Protection and 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 Australian Privacy Principles.

See the department's [Privacy Policy](#) to learn more about accessing or correcting personal information or making a complaint. Alternatively, telephone the department on +61 2 6272 3933.

Return completed form to:
seesecurereport@agriculture.gov.au
Phone: 1800 798 636

Office use only

Notification received

Date (dd/mm/yyyy)

Time (hh:mm)

Received by

Reportable Biosecurity Incident

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