

PROCEDURE

Biosecurity Incident Response Procedure (BIRP)

OPS-WI-39

Senior Manager Landside Operations & Security

Version Control

VERSION	DATE	POSITION	NAME	REASON
0.1	20/05/2019	Environmental Manager	David McMaster	Initial draft
0.2	13/06/2019	Environmental Manager	David McMaster	Incorporated Dept of Agriculture comments
0.3	24/06/2019	Contracts & Procurement Manager	Andrew Smith	QA content
0.4	26/09/2019	Environmental Manager	David McMaster	Final draft
0.5	26/09/2019	Executive Assistant	Alleen Breward	Branding and format review
1.0	26/09/2019	GM Operations	Ian Niblock	Approval
2.0	04/09/2024	Environmental Manager	David McMaster	Review, Update, Add Biosecurity Incident Response Kit Procedure
2.1	04/09/2024	Executive Assistant	Kylie Williams	Branding and format review
2.2	05/09/2024	Senior Manager Landside Operations and Security	Wayne Bodkin	Approval
3.1	10/10/2025	Senior Manager Landside Operations and Security	Wayne Bodkin	Review, Update, amend location of Biosecurity Incident Response Kits

Referenced Documents

Biosecurity Act 2015

Biosecurity Incident Response Procedure (Darwin Port) (Attachment 1)

Biosecurity Regulations 2016

Approved Arrangement 1.1 - Sea and air freight depot (unrestricted)

Approved Arrangement 4.3 - Cleaning

Approved Arrangement 4.6 - Fumigation

Approved Arrangement 14.4 – Rural Tailgate Inspection

1. PURPOSE

The purpose of this procedure is to document part 1. the procedure for responding to a Biosecurity Incident and part 2. the procedure for the Biosecurity incident response kits.

2. SCOPE

This applies to the response to a biosecurity incident at Fort Hill Wharf or East Arm Wharf by Darwin Port and Port Users.

3. PRELUDE

The *Biosecurity Act 2015* sets a number of requirements and Darwin Port must maintain its *Approved Arrangement 1.1 - Sea and air freight depot (unrestricted)* for its status as a first point of entry (FPOE) port. The capability of being able to immediately respond to an incident are part of these requirements.

4. PROCEDURE Part 1

Darwin Port Operations Pty Ltd - East Arm Wharf / Fort Hill Wharf			
Biosecurity Incident Response Procedure			
Awareness	A biosecurity incident is an unintentional, unforeseen or uncontrolled exposure to exotic pests and diseases. You must report biosecurity incidents immediately to allow the department to take measures to manage the risks to an acceptable level. Here are some examples of biosecurity risks:		
	<table><tr><td> • Spillage of bulk product during unload on the wharf • Garbage bag splitting and spilling contents • Sighting of hitchhiker pest on an arriving vessel • Pooling water in a blocked drain / old tyre </td><td> • Discovery of an ant nest in the port precinct • Soil contamination on exterior of container • Borer holes or frass under dunnage • Sighting of a rat on the wharf </td></tr></table>	• Spillage of bulk product during unload on the wharf • Garbage bag splitting and spilling contents • Sighting of hitchhiker pest on an arriving vessel • Pooling water in a blocked drain / old tyre	• Discovery of an ant nest in the port precinct • Soil contamination on exterior of container • Borer holes or frass under dunnage • Sighting of a rat on the wharf
	• Spillage of bulk product during unload on the wharf • Garbage bag splitting and spilling contents • Sighting of hitchhiker pest on an arriving vessel • Pooling water in a blocked drain / old tyre	• Discovery of an ant nest in the port precinct • Soil contamination on exterior of container • Borer holes or frass under dunnage • Sighting of a rat on the wharf	
Exotic pests or diseases may be detected during a biosecurity incident, or they may only be suspected. For example, discovering webbing, borer holes, egg masses, or soil contamination are all examples of an actionable biosecurity incident. Biosecurity Awareness Training • Complete the Seaports Biosecurity Awareness eLearning package via the following link: http://www.agriculture.gov.au/Documents/seaports-biosecurity-elearning/index.html • View the Cargo Pest Awareness Video via the following link: http://www.agriculture.gov.au/import/before/pests			
Isolate	Suspected or detected biosecurity risks must be isolated immediately: • Isolate risks found at the port (such as ant nests, bee hives) using barriers to prevent any movement through the area. • Segregate all goods away from the suspected biosecurity risk – domestic or otherwise – using an impervious barrier or a minimum pallet width from other goods and the boundary fencing. • Confine imported goods containing a suspected biosecurity risk to the isolation area. The wash bay, transit shed, or other hardstand area out of the weather may be used to isolate the goods.		

	Display a “Biosecurity Area – Authorised persons only” sign to indicate the biosecurity isolation area. The Biosecurity Incident Response Kit contains temporary “Biosecurity Area – Authorised persons only” signs. When an ill traveller is detected, seek and follow the directions of Biosecurity officers from the Department of Agriculture. A Biosecurity officer will perform an assessment of the ill traveller and seek direction from the Department of Health as required. Ill travellers are not permitted to remain on the wharf or cruise ship terminal area and must be confined to their vessel. If urgent medical assistance is required, then an ambulance must be called immediately for transport to hospital.
Contain	All biosecurity risks must be contained where safe to do so: - Spillages must be swept up, double bagged and disposed of in a biosecurity receptacle. - Use knockdown spray to contain the spread of flying or mobile insects e.g. moths, lady bugs, stink bugs - Collect a specimen to assist with identification - Ants, bees and wasps can be very dangerous so do not disturb them. Take a photo and record the location. If detected on cargo, do not move it. Instead, take measures to isolate it. - Close doors or create partitions to restrict movement - Use tarpaulins to contain contamination or pest infestation Biosecurity Incident Response Kits containing insecticide knock down sprays, disinfectants, waste bags, specimen jars and other clean up equipment are located at: - East Arm Wharf – Sub Station Two (2) - Fort Hill Wharf - Wharf Services Office - East Arm Wharf - Biosecurity Shed - Fort Hill Wharf – Cruise Ship Terminal Biosecurity Room - East Arm Wharf – DP Landside Office Biosecurity Incident Response Kits are to be Used as per attachment 1 of this document ‘Biosecurity Incident Response Kit Procedure’. Biosecurity Waste is to be placed in “Biosecurity Waste” labelled bags and placed in a “Biosecurity Waste” labelled waste receptable. Darwin Port Landside Officer will be able to advise on the location of a biosecurity waste bin. The waste is to be removed by approved

	biosecurity waste transporter. List of approved transporters can be found at: http://www.agriculture.gov.au/import/arrival/arrangements/sites. These include: • Veolia Environmental Services (Australia) Pty Ltd • Tox Free Australia Pty Ltd • VTG Waste and Recycling Pty Ltd																					
Report	Biosecurity incidents are to be reported to Darwin Port: 1. DP Landside Officer 0488 527 136, cargo@darwinport.com.au The Duty Landside Officer is to notify Darwin Port’s Wharf and Bulk Materials Superintendent, the Health Safety and Environment section and the General Manager Operations. Biosecurity risks and incidents must be reported to the Department of Agriculture via the: 1. Local biosecurity officer 8920 7040 2. See.Secure.Report hotline number: 1800 798 636 3. ‘Report a Biosecurity Concern’ Online Form http://www.agriculture.gov.au/pests-diseases-weeds/report																					
Treat	Treatment providers must be provided access to undertake urgent responses in a timely manner. Fumigation can be undertaken by the approved operator Rentokil, 6/ 66 Coonawarra Road, Winnellie NT, (08) 8984 3799 or 1300 307 825. A complete list of approved treatment providers (NT) can be accessed via the link below: http://www.agriculture.gov.au/import/arrival/arrangements/sites Note: If a departmentally approved treatment provider is not used to respond to a biosecurity risk, the treatment must be performed under supervision by a biosecurity officer at a fee for service. Class 10.6 Biosecurity Waste Transport <table><tr><th>Class Code</th><th>Registration #</th><th>Registered Name</th><th>Trading Name</th><th>Address</th><th>Physical State</th><th>Manned Depot</th></tr><tr><td>10.6</td><td>C1139</td><td>Veolia Environmental Services (Australia) Pty Ltd</td><td></td><td>13 Beaton Road Berrimah NT 0828</td><td>NT</td><td>N</td></tr><tr><td>10.6</td><td>C1147</td><td>Tox Free Australia Pty Ltd</td><td></td><td>12 Mendis Road East Arm NT 0828</td><td>NT</td><td>N</td></tr></table>	Class Code	Registration #	Registered Name	Trading Name	Address	Physical State	Manned Depot	10.6	C1139	Veolia Environmental Services (Australia) Pty Ltd		13 Beaton Road Berrimah NT 0828	NT	N	10.6	C1147	Tox Free Australia Pty Ltd		12 Mendis Road East Arm NT 0828	NT	N
Class Code	Registration #	Registered Name	Trading Name	Address	Physical State	Manned Depot																
10.6	C1139	Veolia Environmental Services (Australia) Pty Ltd		13 Beaton Road Berrimah NT 0828	NT	N																
10.6	C1147	Tox Free Australia Pty Ltd		12 Mendis Road East Arm NT 0828	NT	N																

10.6	C1183	VTG Waste & Recycling Pty Ltd		26 Nebo Road, Winnellie	NT	N
10.6	C1147	Cleanaway Co Pty Ltd		875 Stuart Highway	NT	N
10.6	C1197	NT Recycling Solutions Pty Ltd		19 Pruen Road, Winnellie	NT	N

Class 8.3: Autoclave

Class Code	Registration #	Registered Name	Trading Name	Address	Physical State	Manned Depot
8.3	C1139	Veolia Environmental Services (Australia) Pty Ltd		13 Beaton Road Berrimah NT 0828	NT	N

Class 4.6 Fumigation

Class Code	Registration #	Registered Name	Trading Name	Address	Physical State	Manned Depot
4.6	C1169	Darwin Port Operations Pty Ltd		East Arm Wharf Complex Berrimah NT 0828	NT	Y
4.6	C1171	Northline Pty Ltd		16 Dawson Street	NT	Y

Class 8.2: Deep burial

Class Code	Registration #	Registered Name	Trading Name	Address	Physical State	Manned Depot
8.2	C0020	City of Darwin	Shoal Bay Waste Management Facility	Shoal Bay Access Road Karama NT 0812	NT	N

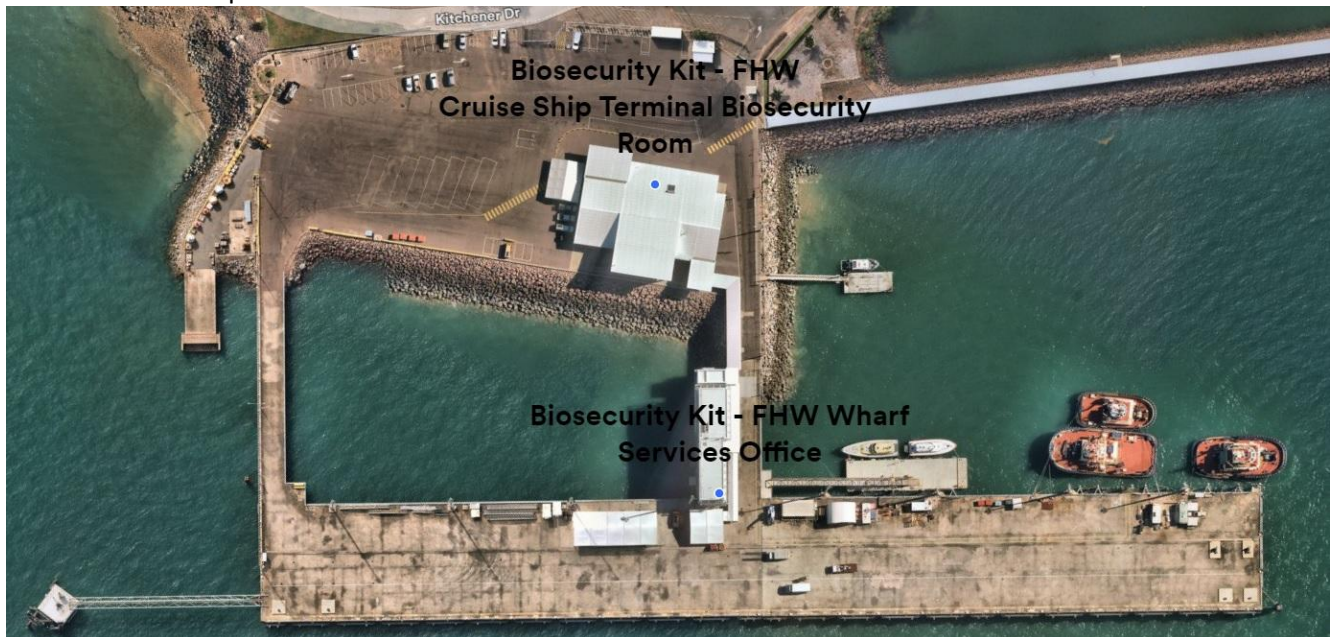
Class 12.1 Methyl Bromide Fumigation

Class Code	Registration #	Registered Name	Trading Name	Address	Physical State	Manned Depot
12.1	C1153	Rentokil Initial Pty Ltd		414 Stuart Highway	NT	N

East Arm Wharf Map



Fort Hill Wharf Map



5. PROCEDURE Part 2

5.1 BIOSECURITY KIT LOCATIONS

There are five Biosecurity Incident Response Kits. These are located at:

- DP Landside Office (EAW)
- Biosecurity Shed (EAW)
- Substation Two (EAW)
- Wharf Services Office (FHW)
- Cruise Ship Terminal Biosecurity Room (FHW)

*Due to VIRKON S temperature storage requirements (Store in a cool dry place less than 30 degrees celsius)



5.2 BIOSECURITY INCIDENT RESPONSE PROCEDURE

Response to incidents must be in accordance with the Darwin Port “**Biosecurity Incident Response Procedure**” which requires the response to Isolate, Contain, Report and Treat.

The type of response and the equipment used will vary depending on the type of biosecurity incident i.e. plants and seeds, live insects, liquid, etc.

5.3 PERSONAL PROTECTIVE EQUIPMENT

Use appropriate Personal Protective Equipment (PPE) required for the situation and as indicated in the Safety Data Sheet (SDS) information.

6. INCIDENT RESPONSE KIT USE

6.1 INSTRUCTIONS

Read these instructions and relevant SDS.

6.2 Knockdown Spray

Use knockdown spray to kill any flying insects. For swarms of bees and wasps do not disturb them and seek further advice from Biosecurity as spraying might disperse the bees and wasps.

6.3 Residual Surface Spray

Spray items and areas with the residual surface spray where there is a concern insects will emerge from an infected item at a later time, or an area where insects have escaped and may be sheltering.

6.4 Sample

When required, collect a sample(s) of the biosecurity risk material and place in the SAMPLE BOTTLE or ZIP LOCK BAGS. Insect and plant incidents should always have a sample taken for identification whereas a spill of general quarantine waste from a vessel is unlikely to require sampling.

6.5 Brush and Shovel

Use to collect the material to place in waste bags. (Note: If not practical to decontaminate after use dispose of brush and shovel as contaminated biosecurity waste).

6.6 Waste Bags

Place biosecurity waste into garbage bags in accordance with the “Waste Handling” section below.

6.7 Disinfection with VIRKON S

Spray the area to be disinfected with VIRKON S that is mixed and applied as described in the “VIRKON S instruction” below or as otherwise in accordance with label directions and Department of Agriculture requirements.

6.8 Decontamination of Equipment

Decontaminate any pieces of equipment that came into contact with the biosecurity risk material with VIRKON S. If not practical to decontaminate, dispose of as contaminated biosecurity waste.

6.9 Report Incident

Report incident in accordance with the Darwin Port Biosecurity Incident Response Procedure.

6.10 Re-Stock Kit

Notify Darwin Port’s Health, Safety and Environment team of items used so the kit can be restocked.

7. WASTE HANDLING

Biosecurity Waste is to be handled in the following way.

- 7.1** Biosecurity waste is to be placed in a garbage bag.
- 7.2** Do not overfill bags to reduce likelihood of bags splitting and for ease of handling.
- 7.3** Tie the top of the bag into a knot to properly seal the bag or use a cable tie or other similar item.
- 7.4** Where a bag is at risk of splitting from sharp items, has heavy contents, or may leak liquid the waste shall be double bagged.
- 7.5** The waste bag shall have a “BIOSECURITY WASTE” sticker attached so it is clearly visible.
- 7.6** The labelled waste bag shall then be placed in a Biosecurity Waste bin that is labelled “BIOSECURITY WASTE”.
- 7.7** Biosecurity waste must then be stored in a secure location until collected by an approved biosecurity waste transporter.

BIOSECURITY WASTE

8. VIRKON S INSTRUCTIONS

Virkon S is a broad spectrum disinfectant and applied as a solution through the 5 Litre spray pack.

- 8.1** Read SDS and Directions for Use included in the Biosecurity Response Kit.
- 8.2** Ensure gloves and safety glasses are on.
- 8.3** Mix Virkon S at a rate of 10 grams per litre of tap water (10 g/L). (Therefore a 50 gram sachet is to be mixed with 5 L of water.) This rate is the minimum specified by the Department of Agriculture.
- 8.4** Apply Virkon S at a rate of 300-400 ml per square metre.
- 8.5** Allow Virkon S a contact time of at least 10 minutes prior to rinsing or removing the affected item.

Product	Virkon S
Mix Rate	1:100, 1% (50 grams to 5 L of Tap water)
Application Rate	300-400 ml per m ² (5 L covers 12.5 m ²)
Contact Time (Minimum)	10 Minutes

9. DECONTAMINATION OF EQUIPMENT

Reusable Equipment that has come in contact with biosecurity risk material must be cleaned and decontaminated before being replaced in the kit. Decontamination is to be conducted by washing the item in a solution of VIRKON S mixed at 1:100. Contaminated equipment that is not to be reused must be disposed of as biosecurity waste.

10. KIT CONTENTS AND USES

Item	Product Name	Quantity	Use / Replacement Availability
Knockdown spray (containing permethrin)	"Hovex Fast Knockdown Flying Insect Spray Odourless" 350g aerosol can	3	Spraying Flying and crawling insects. Available from: Bunnings, Supermarkets.
Residual Surface Spray	Hovex Ant, Spider & Cockroach Barrier Spray – 6 Month 350g aerosol can	2	Spraying crawling insects. Residual treatment. Available from: Bunnings, Supermarkets.
Disinfectant	Virkon S, 50g sachets *Due to temperature storage requirements (Store in a cool dry place less than 30 degrees celsius)	2	Broad Spectrum Biosecurity Approved disinfectant. Note use by dates. Store in Cool Place. Available from: Garrards, Blackwoods.
Spray Pack	Capital Garden Sprayer 5 Litre	1	To mix and spray Virkon S disinfectant. Available from: Bunnings
Biosecurity Waste Bags	Heavy Duty Garbage Bags Grunt 158 L Extra Large Heavy Duty Clean Up Bags (Note: Waste Bags need to be identifiable as biosecurity waste – Attach "BIOSECURITY WASTE" sticker.)	20	Waste collection and storage. Available from: Bunnings, Supermarkets.

Gloves	PVC Long Gloves – Industrial Chemical Resistant	1 pair.	Hand – arm protection from chemicals, biosecurity waste. Available from: Blackwoods.
Gloves	Gloves – Nitrile Disposable Rhino Gloves Nitrile Large Disposable Gloves *additional gloves in Landside Office Kit	5 pair.	Hand protection from chemicals, biosecurity waste. Available from: Bunnings
Safety Glasses	Standard Clear Safety glasses	1	Eye protection when handling chemicals, biosecurity waste. Available from: Blackwoods.
Brush and shovel	Plastic Brush and Shovel *Larger shovels are available from oil spill trailers	1	Spill Clean Up. Available from: Bunnings
Specimen Jar	1 Litre Plastic Bottle	1	Collecting insects etc for identification.
Zip lock bags	Large zip lock bags.	1	Collecting insects etc for identification.
Standard Operating Procedure Biosecurity Incident Response Kit	Printed	1	Instructions and Information Print
Contact List	Printed	1	Print
SDS's	For all chemicals	1	Chemical Information
Storage Box	Store all contents	1	Heavy Duty Storage Box, Available from: Bunnings
"Biosecurity Waste "printed stickers	Printed Black and Yellow "Biosecurity Waste "stickers *additional stickers in Cargo Office Kit	10	To label waste bags and label bins. Custom Order from Norsign.
Biosecurity receptacle / bin	100 L Wheelie bin labelled as biosecurity waste *One at Fort Hill Wharf and one at East Arm Wharf *Stored in Landside and Wharf Services Offices	1	Storage of bagged up biosecurity waste. Must be labelled "Biosecurity Waste" Available from: Bunnings

Partnering in growth, connecting people and supporting potential

Signs "Biosecurity Area – Authorised persons only"	Printed and Laminated	2	To create exclusion area around biosecurity risk. Print, Laminate
Reportable Biosecurity Incident – Report Form	Printed	5	One method to report to Department of Agriculture.