

Summary

This document provides updated changes to the Plant Pass inspection cycles and definitions of performance-based criteria. It replaces information provided in the *Plant Pass Scheme Rules, Document 7, v1.1 (10 June 2021), Section 7.5: Inspections and Auditing – Inspection timing and duration*, and the *Plant Pass Core Standard, Document 5, v1.3 (10 June 2021), Section 12: Audit Requirements*.

This guidance document serves as an interim measure to support producers who meet the specified requirements and protects the integrity of the Plant Pass certification scheme. This document will stand until the required amendments have been made to the two documents referenced: Plant Pass Scheme Rules, Plant Pass Core Standard. Once the documents have been updated accordingly a notification will be provided to all parties concerned and this interim guidance document will cease to exist.

Purpose of this guidance

This guidance clarifies the Plant Pass Scheme Rules which currently state:

After the first two annual inspections, inspection frequency may be varied on a performance basis. Subsequent inspection frequency may then be increased for poor performance or reduced for high performers. (*Scheme Rules, 7.5 Timing of subsequent inspections*)

This guidance ascertains the inspection frequency timeframes, and the parameters around performance-based outcomes, specifically producers who may be eligible for a longer duration between inspection frequency.

Inspection Guidance

A Plant Pass certified producer will receive a certificate valid for 12 months from the first inspection. After the first inspection subsequent inspections will take place no sooner than four months before the expiry date of certificate and no more than four months after the date of the certificate. After the first and the second-year inspections, inspection frequency will be on a performance basis. Refer to guidance below.

Guidance:

First Inspection: All new producers undergo an onsite inspection. This initial inspection recognises that the business is implementing the Plant Pass standard and serves as a baseline assessment to evaluate the level of adherence to the standards and identify areas for improvement. *

Second-Year Inspection: The second-year inspection focuses on improvements made by the producer since the initial inspection and verifies ongoing compliance to the standard. *

Transition to Three-Year Inspection Cycle: After successfully completing the first and second-year inspection, producers are eligible to transition to a three-year inspection cycle. This means that subsequent inspections will take place every three years, starting from the date of the second-year inspection. **

***Scheme Rules 6.2 Requirements to gain certification under Schedule A (Individuals)**

Assessment issues to achieve and maintain certification are categorised into three levels. These are Criticals, Majors and Minors. The following are the requirements individual growers must meet during internal and external inspections to gain and maintain certification under Schedule A.

- 100% of the criticals and 90% of the applicable Majors
- There are no minimum requirements for Minors, however all Minor assessment points will be audited.

****Definition of eligible producer**

Meets compliance criteria for all Criticals, Majors and Minors within stated timeframes for two consequence audits. Critical 30 days, Major 30 days.

Supporting notes:

- Non-compliance, Suspension and Cancellation are addressed in the Scheme Rules, Section 8.
- Self-assessment must be completed annually, refer Scheme Rules, Section 7.