Terms of Reference

Development of a manual for the best practice design of quarantine premises and associated biosecurity management plans

Background

Within the livestock export supply chain, animals are aggregated, prepared and isolated from animals of other statuses (e.g. domestic livestock and other consignments) in designated premises prior to export. These pre-export facilities are known as ‘Registered Premises’ for livestock exports by sea and ‘Approved Premises’ for livestock exports by air.

Registered Premises are approved by the Australian Government Department of Agriculture and Water Resources (DAWR) under Division 2.2 of the Export Control (Animals) Order 2004 and the operators of the facilities must comply with the Australian Standards for the Export of Livestock (ASEL). Approved Premises are also approved by DAWR against separate criteria under section 3.06 of the Export Control (Animals) Order 2004.

Where specific requirements are identified by importing countries, these must also be met by the facilities. Pre-export facilities must also comply with state, territory and local government requirements during planning, establishment and operation.

Across the various levels of governments, the regulations cover elements such as animal welfare, biosecurity, quarantine, animal health, environment and community amenity. The regulations are complex and greater clarity is required to support operators and exporters, as well as to guide regulatory cost reduction activities by industry bodies.

The livestock export industry also currently lacks detailed, consistent best practice recommendations for the design and management of pre-export premises in relation to quarantine and biosecurity management. While these areas are managed carefully by the Australian Government and through various requirements at other levels of government at present, importing countries are increasingly identifying additional requirements, expectations and oversight and industry will need to continue to identify and adopt best practice infrastructure, systems and procedures and validate those currently in use.

While there are some elements of biosecurity, quarantine and animal health / disease management that are stand-alone, most are also influenced by considerations relating to animal welfare, environmental management and other regulatory factors.

Terms of Reference

The Livestock Export Program (LEP) is seeking expressions of interest from qualified consultants to deliver the below terms of reference. The LEP will select the best placed researcher to deliver all or part of the review terms of reference.

Through consultation, site visits and technical / literature review as necessary the researcher(s) should:

1. Stocktake relevant biosecurity, quarantine, environmental, animal welfare, planning and other regulations and standards at the Commonwealth and state / territory levels governing the establishment and operation of Registered and Approved premises. Assess
the regulations for duplication, inconsistencies and opportunities for improvements / alignments.

2. Stocktake additional importing country requirements relevant to Registered or Approved premises (e.g. for China, the USA) and assess their alignment with Australian requirements.

3. Develop a reference manual outlining the regulations, standards and importing country requirements for the development and operation of a pre-export Registered or Approved Premise.

4. Develop a suite of best practice materials as follows (including utilizing the information gathered through the above activities and from an assessment of relevant existing materials (e.g. from the feedlot sector):
   a. Manual of best practice options for the design of quarantine premises (e.g. isolation / segregation areas) and related infrastructure (e.g. feeders, foot baths, fencing and identification scanning) addressing regulatory requirements and principles of good biosecurity, quarantine and disease / animal health management. The designs should also be cognizant and consistent with animal welfare and environmental requirements.
   b. Guide for developing a biosecurity, quarantine and animal health / disease management plan for pre-export quarantine premises, including broad consideration towards minimizing / managing the risks from endemic diseases of relevance (e.g. scabby mouth, salmonella, pink eye, Bovine Respiratory Disease, Johne’s disease, warts, ringworm).
   c. Template biosecurity plan and standard operating procedures / work instructions for implementing it. This should include an outline of any potential training needs.

5. The consultant should consult closely with Registered Premise and Approved Premise operators, exporters and other relevant stakeholders to understand their existing operational obligations, structures, infrastructure and practices.

Project proposals must be submitted utilising the MLA Full Application Template.

In particular, the proposal should:

1. Detail the approach that will be adopted to address the project/s and their respective objectives.

2. Detail the specific work activities proposed and timelines for their achievement.

3. Provide details of the information/data to be collected, collated and assessed and how these activities will be undertaken.

4. Include a detailed and fully costed budget that covers all the resources required to undertake the work, including details of basis for charging (daily fees, number of days, expenses, etc.).

5. Propose a payment schedule, taking account of the following:
   - Progress payments may be negotiated against project milestones if the size and timescale of the project warrant this. The proposal should propose milestones and payments if required.
   - A minimum of 20% of the project budget must be retained for payment against the final milestone.
   - Payment of fees will be upon MLA acceptance of the attainment of the project milestones.
Selection Criteria

Full applications will be reviewed by the Live Export Research & Development Advisory Committee, and selection of the successful proposal(s) will be based on assessment against the following criteria:

- Soundness of the method proposed to achieve the project(s) objectives
- Demonstration of the applicant’s knowledge and understanding of the relevant issues (e.g. animal health, livestock export);
- Track record of the applicant and proposed team members; and
- The project budget, delivery timeline and assessed value for money.

Reporting Requirements

The successful applicant will provide milestone reports (as required) and a final report giving full details of the results of the work. Milestone and final reports will be prepared in line with MLA report guidelines.

In addition to MLA standard reports, the following will also be provided to MLA at the time of delivery of the Final report:

1. a copy of all project data, including meta-data
2. a 800 word (maximum) magazine article
3. a Microsoft Power-point presentation summarizing key project outcomes

The consultant shall report directly to Sharon Dundon, Livestock Export R&D Manager, Meat and Livestock Australia.

Confidentiality and IP

The researcher will be required to enter into a standard contract for services with MLA.

Payment of Fees

The proposal should indicate the total cost of completing the project.

Payment of fees will be fully dependent upon MLA’s acceptance of milestone completion. The proposal should include reference to milestones and a schedule of payments as required.

Further Information

If you have questions regarding this project contact:

Sharon Dundon
Manager - Livestock Export Research and Development
Level 1, 40 Mount Street
NORTH SYDNEY NSW 2060
AUSTRALIA
Ph: +61 (427) 255 335 Mobile
Ph: +61 (2) 8055 1822
E-mail: sdundon@mla.com.au

Full applications Due COB 30th January 2017