



CURTIN UNIVERSITY GUIDELINES FOR IMPORTING BIOLOGICAL MATERIAL

PURPOSE

To provide guidance for importing biological material, or material contaminated with biological material (such as environmental samples), from overseas or interstate.

1 SCOPE AND PRINCIPLES

1.1. There are two levels of quarantine that apply to Western Australia – there is [State quarantine](#) between WA and the Eastern States of Australia, plus there is [Federal quarantine](#) between Australia and overseas.

1.2. There are several Acts of law that cover quarantine (Biosecurity Act 2015, Biosecurity and Agriculture Management Act 2007 and Regulations 2013) and it is illegal to import any biological material without adhering to all the Guidelines and Regulations associated with those Acts.

1.3. You might need import permits from both Federal and State quarantine, or you might just need a Federal quarantine import permit, or you might not need any permits at all.

1.4. These Guidelines recognise that quarantined materials can be a hazard to people or to the environment.

1.5. These Guidelines apply to any person at Curtin University who is in any way associated with the storage, handling, use or disposal of quarantined materials. Those people will act to minimise the potential for harm to people or the environment arising out of working with quarantined materials.

1.6. These Guidelines apply to people working at a Curtin Campus in WA and any other locations in WA where activities are undertaken by Curtin University representatives or on behalf of the University.

1.7. Countries outside Australia have different quarantine requirements, that are not covered by this Guideline.

2 METHODS FOR USING QUARANTINED MATERIALS

2.1 Preparation before use

2.1.1 Follow the steps on [Curtin's Quarantine webpage](#) to search for whether you need to apply for an Import Permit.



2.2 Before importing from overseas

- 2.2.1 Search the [Department of Agriculture BICON database](#) for Federal quarantine import requirements.
- 2.2.2 Read the import conditions for your commodity to figure out if you need to apply for an Import Permit. If you don't require an Import Permit then just follow the import conditions.
- 2.2.3 If you do require an Import Permit then you must register (top right) to join the existing Curtin multiple user account. The Organisation Name is "Curtin University" and the Account Administrator's Email is "bernadette.bradley@curtin.edu.au".
- 2.2.4 Once you have been confirmed as a user, you can apply for an Import Permit – you will need a credit card.
- 2.2.5 Sometimes you may need to bring the materials into a Quarantine Approved Premises (QAP) – ask your lab manager and/or the Biosafety Advisor for assistance to either get access to a QAP or to get the approval for your own lab.

2.3 Before importing from interstate

- 2.3.1 Search the [WA Organisms List](#) to find the legal status of the organism you want to import. If it is Listed then you can see any control requirements required. If it is unlisted, or requires a permit, then you will need to apply for an Import Permit.
- 2.3.2 Check the [Import Requirements](#) associated with the organism. Fulfil all the listed requirements.
- 2.3.3 If you want more information, you can try phoning Quarantine WA on (08) 9334 1800. Remember that Curtin's Biosafety Advisor may also be able to assist you.

2.4 Transporting

- 2.4.1 The sender of the material may need to transport it following the [International Air Transportation Association \(IATA\) Dangerous Goods Regulations \(DGR\) Category 6](#).

3 RELATED DOCUMENTS/LINKS/FORMS

- State quarantine <https://www.agric.wa.gov.au/biosecurity-quarantine/quarantine>
- Federal quarantine <http://www.daff.gov.au/biosecurity>
- Curtin's Quarantine webpage <http://research.curtin.edu.au/research-integrity-ethics/biosafety/quarantine/>
- BICON <https://bicon.agriculture.gov.au/BiconWeb4.0>
- WA Organisms List <https://www.agric.wa.gov.au/organisms>
- Import Requirements <https://www.agric.wa.gov.au/iaquarantine/>
- Transporting Biological Materials <http://research.curtin.edu.au/research-integrity-ethics/biosafety/transporting-biological-materials/>.



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