Fire ant risk management plan

Commercial operators who work with restricted items within the fire ant restricted area must hold an approved risk management plan (ARMP).

Follow through the 7 steps of this form to build your risk management plan for approval. This plan will provide Biosecurity Queensland with an outline of the strategies you will implement to address the risks of spreading fire ants to keep your business fire ant free.

Step 1 Business details

Enter contact information for your business.

<table>
<thead>
<tr>
<th>Business entity name</th>
<th>The University of Queensland, Gatton Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trading name</td>
<td>The University of Queensland</td>
</tr>
<tr>
<td>ABN/ACN</td>
<td>ABN/ACN 63942912884</td>
</tr>
<tr>
<td>Business CEO</td>
<td>Janelle Zahmel</td>
</tr>
<tr>
<td>Primary contact</td>
<td>Theresa Seru</td>
</tr>
<tr>
<td>Primary contact position</td>
<td>OH&amp;S Officer</td>
</tr>
<tr>
<td>Phone</td>
<td>0407 927 082</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:t.seru@uq.edu.au">t.seru@uq.edu.au</a></td>
</tr>
</tbody>
</table>

Primary place of business

<table>
<thead>
<tr>
<th>Physical address</th>
<th>5341 Warrego Highway, Lawes 4343</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postal address</td>
<td>As above</td>
</tr>
<tr>
<td>(Write 'as above' if the same as the physical address)</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td>(07)54601201</td>
</tr>
<tr>
<td>Fax</td>
<td>(07)54601170</td>
</tr>
</tbody>
</table>

Secondary place of business (if applicable)

<table>
<thead>
<tr>
<th>Physical address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Postal address</td>
<td></td>
</tr>
<tr>
<td>(Write 'as above' if the same as the physical address)</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
</tbody>
</table>

Has your staff received training to conduct fire ant monitoring?

☐ Yes. Please stipulate if this training was conducted by Biosecurity Queensland or through another organisation.

Biosecurity QLD

☐ No.

As monitoring of sites is a mandatory activity, staff must be trained in the identification of fire ants and their nests. For more information on how to book in for training, at no charge, refer to the training factsheet.
Does your business already have an ARMP

ARMP # 4803

ARMP Implementation date 23 / 05 / 2014 (dd/mm/yyyy)

Approved by

(Name of Biosecurity Queensland Inspector)
Step 2 Business activity

What activity does your business undertake? (Multiple selections may be made.)

- ☐ building/construction
- ☐ community group
- ☐ council operations
- ☐ demolition
- ☐ earth moving
- ☐ environment
- ☑ garden club
- ☐ gardening
- ☐ government service
- ☑ hay producer
- ☐ other

- ☑ housing development
- ☐ landfill
- ☐ landscaping
- ☐ landscaping supplier
- ☐ market gardens
- ☐ machinery and equipment
- ☐ mining
- ☐ nursery
- ☐ pool builder
- ☑ poultry sheds
- ☐ produce agent
- ☐ produce grower
- ☐ quarry
- ☐ removalist
- ☐ skip bins
- ☐ transport
- ☐ turf
- ☐ tree services
- ☐ utilities
- ☐ waste

What materials do you deal with? (Multiple selections may be made.)

- ☑ mulch
- ☑ manure
- ☐ bark
- ☑ pot plants
- ☐ potting media
- ☐ sleeper/logs
- ☐ gravel
- ☐ hay
- ☐ turf
- ☐ green waste
- ☐ soil
- ☑ poultry litter
- ☐ mine and quarry products
- ☐ other

Please provide details of your business activity.

The University of Queensland Gatton Campus has a range of activities associated with its operations. These include maintaining the grounds using mulch (may also be purchased) and compost produced on site, plant nursery activities, poultry research, community gardens and a range of cropping and fodder production activities. Excess materials and harvested crops/hay are removed from the site (sold).

Notes:
- Soil - Handled by School of Agriculture & Food Sciences (SAFS), Office of the Director, Gatton Campus (ODGC), and Property and Facilities (P&F). Inspector’s Approval currently in place for soil samples taken off site for analysis only.
- Contacts: Victor Robertson (SAFS), Mark Bauer (ODGC), Lex Carmie (P&F)
- Nurseries - Include SAFS facilities where restricted items are mainly stored off ground or on concrete floor. Inspector’s Approval in place for pot plants taken off site. Contact - Victor Robertson
- Green Waste - Disposed by P&F contractor - SITA at Swanbank, compost produced is kept and used on campus.
- Contacts: Lex Carmie (P&F) and Mark Bauer (ODGC)
- Hay - produced and stored by ODGC - Cropping Unit and SAFS - Cropping Unit. Contacts: Mark Bauer (ODGC) and Victor Robertson (SAFS)
- Poultry Litter - Removed off campus fortnightly, falls onto concrete floor and transferred directly onto trailer for removal, Inspector’s Approval available for this. Contact: Arun Kumar (SAFS)

Step 3 Mandatory activities

The following activities are mandatory and form part of your risk management plan. These activities are in addition to the procedures which can be tailored to suit your business in Step 5.

Please check each box to show that you have read and understood that the following activities are mandatory:

Monitoring

☒ To find fire ants, visual surveillance must be undertaken in and around areas where restricted items are stored. It is also good business practice to monitor your entire property and/or worksite for fire ants. Early detection and reporting of any fire ant infestation on your property and/or worksite will minimise disruption and additional actions taken by Biosecurity Queensland that may be required if your property becomes infested with fire ants.

Staff training on detection of fire ants

☒ Monitoring needs to be undertaken by a person who is competent in the identification of fire ants and their nests. To become competent this person must be appropriately trained and should retrain approximately every three years. Training for the identification of fire ants is provided by Biosecurity Queensland at no charge. Training details are available in the training factsheet.

Purchase of restricted items
When you are purchasing materials sourced from within the restricted area ensure your supplier holds a current ARMP for that product. It is also good practice to retain records of purchase and to check for fire ants on the materials when they are received. Landscape suppliers should check whether soil originates from within the restricted area.

Machinery clean down

A clean down of machinery, slashers and equipment is essential when moving these items within or out of the restricted area.

Recording

It is important that your surveillance and pesticide treatment activities are recorded. These can be recorded in a way that suits your current business practices or you can use the example on-site monitoring log and pesticide treatment record. It is also useful to develop a site plan to keep a record of your fire ant management activities. Biosecurity Queensland inspectors will audit these records. Records should be retained by the business for seven years.
Step 4 Guidelines

Guidelines are provided to assist in the development of your risk management plan. Ensure that you read the appropriate guideline on the website to assist you to complete Step 5. There are a number of guidelines covering different business activities for you to choose from, including:

- Soil
- Nurseries, landscaping and garden suppliers
- Turf
- Green waste
- Hay
- Poultry litter

Step 5 Procedures

After reading the guidelines, now outline the procedures you will or currently adopt to manage the risk of spreading fire ants, and to keep your business fire ant free.

Soil

Select the procedures that you have or will have implemented in your workplace.

Procedure

☐ Monitoring – visual surveillance is a mandatory activity. Monitoring may be sufficient depending on your business practices
☐ Luring – if stored for longer than 28 days
☐ Preventative treatment – pesticide around soil
☐ Soil removal – remove top 1 metre of soil and retain on site

Note: Moving outside the restricted area? You must obtain an additional inspector’s approval if you are moving soil outside of the restricted area. Submit an inspector’s approval request online or call 13 25 23.

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Nurseries, landscaping and garden suppliers

Select the material that you deal with and then the procedures that you have or will have implemented in your workplace.

☐ Mulch, manure, bark, hay, soil procedure

☐ Monitoring – visual surveillance is a mandatory activity
☐ Storage – by means of:
  ☒ concrete/bitumen ☐ road base ☐ pesticide treatment ☐ perimeter treatment ☒ off ground
  ☐ other

☐ Luring – if stored for longer than 28 days

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☐ Pot plants, potting media procedure

☐ Monitoring – visual surveillance is a mandatory activity
☐ Storage – by means of:
  ☒ concrete/bitumen ☐ gravel/plastic liner ☐ road base ☐ pesticide treatment ☐ perimeter treatment
  ☒ off ground ☐ other

☐ Preventative treatment – by means of
  ☐ drenching ☐ granular pesticide ☐ other

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☐ Sleepers, logs, gravel, turf procedure

☐ Monitoring – visual surveillance is a mandatory activity
☐ Storage – by means of
  ☐ concrete/bitumen ☐ gravel/plastic liner ☐ road base ☐ pesticide treatment ☐ perimeter treatment
  ☐ off ground ☐ other

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5
Turf

Select the procedures that you have or will have implemented in your workplace.

Procedure

☐ Monitoring – visual surveillance is a mandatory activity

☐ Preventative treatment – by means of:
  ☐ pesticide spray  ☐ other

☐ Storage – by means of:
  ☐ concrete/bitumen  ☐ gravel/plastic liner  ☐ road base  ☐ pesticide treatment  ☐ perimeter treatment
  ☐ off ground  ☐ other

Green waste

Select which end use is applicable and then the procedures that you have or will have implemented in your workplace.

☒ End use 1 – Use of mulched material for landscaping and erosion control procedure

☐ Monitoring – visual surveillance is a mandatory activity

☒ Storage – by means of:
  ☐ concrete/bitumen  ☐ gravel/plastic liner  ☐ road base  ☐ pesticide treatment  ☐ perimeter treatment
  ☐ off ground  ☐ other

☐ Luring – if stored for longer than 28 days

☐ End use 2 – Composting procedure

☒ Monitoring – visual surveillance is a mandatory activity

☐ Preventative treatment – by means of:
  ☐ composting  ☐ other

☐ Storage – by means of:
  ☐ concrete/bitumen  ☐ gravel/plastic liner  ☒ road base  ☐ pesticide treatment  ☐ perimeter treatment
  ☐ off ground  ☐ other

☐ Luring – if stored for longer than 28 days

Hay

Select the procedures that you have or will have implemented in your workplace.

Procedure

☒ Monitoring – visual surveillance is a mandatory activity

☒ Hay production – by means of:
  ☐ in the baling process last 2 turns to occur within 24 hours of each other
  ☐ hay baled within 24 hours of the last turn
  ☐ remove baled hay from field within 24 hours of baling
  ☐ other

☒ Storage – by means of:
  ☒ concrete/bitumen  ☐ gravel/plastic liner  ☐ road base  ☐ pesticide treatment  ☒ perimeter treatment
  ☐ off ground  ☒ under cover  ☐ moved off-site within 24 hours  ☐ other

☐ Luring – if stored for longer than 28 days

☐ Preventative treatment – fumigation immediately prior to moving bales
**Poultry litter**

Select the procedures that you have/will have implemented in your workplace.

**Procedure**

- Monitoring – visual surveillance is a mandatory activity
- Preventative treatment – by means of:
  - □ pesticide spray □ perimeter treatment □ bait treatment □ pasteurisation □ other
- Storage – by means of:
  - □ moved off-site immediately □ off ground □ concrete/bitumen □ gravel/plastic liner □ road base
  - □ pesticide treatment □ perimeter treatment □ other
  - □ Luring – if stored for longer than 28 days

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**Mine and quarry products, or other materials**

Please call to speak to a Biosecurity Queensland Inspector on 13 25 23.

Not applicable.

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**Step 6 Declaration**

Please note that the Plant Protection Act 1989 provides penalties of up to $22,000 for the provision of false or misleading information. The Act also provides penalties of up to $220,000 for individuals and up to $1,100,000 for corporations for breaching movement controls; failing to implement an ARMP or comply with the procedures specified in this plan.

If your circumstances change, you must ensure that you advise a Biosecurity Queensland inspector by phoning 13 25 23.

As an authorised representative of the company/business, I declare that the information provided is true and correct to the best of my knowledge.

Name and position of person making declaration Janelle Zahmel, Director Gatton Campus

Phone 07 5460 1201

Date 05 / 08 / 2015 (dd/mm/yyyy)

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**Step 7 Submit**

Save your completed plan and submit online at [www.daff.qld.gov.au/fireants](http://www.daff.qld.gov.au/fireants). You can also post or fax to: Biosecurity Queensland, PO Box 204, Bellbowrie QLD 4070. Fax 3330 4640

An inspector will review your plan and if approved, will provide you with an ARMP number, for your reference.

For more information, or if you would like specific advice about how to keep your business fire ant free, contact a Biosecurity Queensland inspector on 13 25 23.

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**Inspector’s conditions (office use only)**

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**Privacy statement**

The Department of Agriculture, Fisheries and Forestry is collecting the information on this form to assist the National Red Imported Fire Ant Eradication Program. This Information will only be accessed by authorised employees within the department. Your information will not be disclosed to any other parties unless authorised or required by law.