

Term	Meaning
Accredited Person	A person employed or contracted by the Other Party who has successfully completed the AQIS training course for the relevant Scheme along with any subsequent training and meets all of the pre-requisites detailed in the Scheme for which the accreditation applies.
ACS	The Australian Customs Service .
AEP for FCL	Automatic Entry Processing for Full Container Loads .
AEP System	Automatic Entry Processing system . The system that processes the electronic import entries lodged by Accredited Persons.
AIMS	AQIS Import Management System . The electronic system that enables lodgement and processing of imported consignments based on data entered via ICS .
AIN	AQIS Identification Number . A unique number used to identify AQIS treatment providers.
<i>Airlock</i>	<i>An area or room between a pair of doors that separates the Quarantine Area inside a facility from other facilities, or other spaces outside the facility. The airlock permits the movement of personnel without affecting the inward flow of air into the Quarantine Area, since at least one door is kept closed at all times. The airlock can function as a clothes change room (showers may be included), but must not be used for storing equipment or for performing any quarantine procedures.</i>
Animal	Includes a dead animal and/or any part of an animal.
Announced Audit	Audits scheduled by AQIS. A Quarantine Officer makes contact with the Other Party and arranges a convenient date for the audit. Announced audits occur in line with the prescribed audit rate for the Other Party.
<i>Anteroom</i>	<i>An area or room between a pair of doors through which access is had to the Quarantine Area inside a facility. The anteroom does not have to perform the same airflow control function as an airlock, but an airlock can perform the role of an anteroom. An anteroom at the QC1 or QC2 level must not be used for performing any quarantine procedures.</i>
AQIS	The Australian Quarantine and Inspection Service .
AQIS Premises ID	The field in ICS where the Accredited Person enters the Activity Code (eg. NPNT) that will determine what activity will occur, ie. inspection by AQIS.
AQIS Processing Types	The code added to the AEP Code field on the entry by the Accredited Person. This code indicates to AQIS what documents the Accredited Person has accepted and what activity should be performed. AQIS Processing Types determine what Quarantine directions will be added to the Import Declaration by the AEP system
Audit	A systematic examination of the Other Party and the systems it has in place to determine whether procedures, activities and arrangements have been implemented effectively, and are suitable to achieve the requirements of the Compliance Agreement and meet the outcomes of the Scheme.
Audit Rate	The number of formal audits performed within the review period. The review level at which the Other Party is prescribed to operate under determines the audit rate applied to the Other Party.
Bark	The external natural layer covering trees and branches. This material is distinct and separable from processed timber.
Barrier	The point at which imported goods, passengers, crews, ships etc are subject to quarantine intervention, eg. airports, seaports and mail centres.
Bond Register	List of consignees with details, produced by a High Volume Specialist Operator (HVS0).
Border	The geographical areas of Australia subject to the Quarantine Act 1908 (Cth).

	(Pre-border refers to the area beyond the border of Australia)
Breach	Is defined as: a) Where a pest or disease is detected within the national quarantine barrier, but has not spread beyond the original host shipment with which it was imported; or b) A failure to comply with quarantine legislation and policies and the requirements of the Compliance Agreement.
Broker Accreditation Course	A course for training Accredited Persons in assessing barrier documentation on behalf of AQIS, in order to facilitate the quarantine clearance of freight.
Broker	A person authorised/licensed by ACS, generally employed by a Brokerage, to clear goods through Customs and Quarantine.
Brokerage	A company that employs Brokers licensed by ACS to clear goods through Customs and Quarantine.
Care, skill and diligence	Is defined as the standard of care which a reasonable person in a like position would exercise taking into account all circumstances.
CCC	Containerised Cargo Clearance.
Clean, Cleaned, Cleaning	Removal of all quarantine risk material including soil, dirt, faeces, leaves, twigs, grass and any other plant or animal material.
Commodity	As per Goods.
Company stamp or seal	A stamp or seal that is used by an incorporated business entity to make an impression on a document that certifies that document as being correct, and assigns the document with an identifier or direct link to that business entity.
Compliance Agreement	A legally binding agreement between AQIS/the Commonwealth and an Other Party, which requires the Other Party to meet specific requirements in respect of goods in an agreed manner.
Container	An article of transport equipment (lift-van, movable tank or other similar structure): a) fully or partially enclosed to constitute a compartment intended for containing goods; b) of a permanent character and accordingly strong enough to be suitable for repeated use; c) specially designed to facilitate the carriage of goods, by one or more modes of transport, without intermediate reloading; d) designed for ready handling, particularly when being transferred from one mode of transport to another; e) designed to be easy to fill and to empty; and f) having an internal volume of one cubic metre or more.
Container Inspection Area	That portion within the QAP designated for performing inspections of containers. Contamination Quarantine risk material including, but not limited to, soil, insects, dirt, faeces, leaves, twigs, grass and any other plant or animal material adhering to goods, included with goods or associated with packaging accompanying goods.
Containerised Cargo Clearance for FCL/X Scheme	This Scheme requires persons accredited under it to assess non-commodity documentation in respect to FCL/X cargo against AQIS requirements.
Corrective Action Request (CAR)	A formal AQIS document which records and details nonconformities detected during an inspection or audit of an Other Party's performance under a Compliance Agreement or as a QAP, and the proposed corrective action and the date for rectification.
Country (rural) Tailgate Inspection	A tailgate inspection that is performed by Quarantine Officers on containers that are going to be delivered to a rural destination for unpacking. The actual tailgate involves an external inspection (as per the External Container Inspection Regime Work Instruction) of the container and a visual verification of the container and goods at the opened container doors. The primary purpose of this inspection is to ensure that the container and its contents are free of QRM. The tailgate must occur without any unpack of the commodities and without the Quarantine Officer

	entering the container.
Critical Nonconformity	A major breach of the Schedule and/or Processes and Outcomes Document resulting in the immediate suspension of the Schedule.
a) Notice submitted to AQIS regarding the intention to import goods.	
Units of declaration for different programs are:	
Program	Declaration
Airports	Incoming Passenger Card
International Mail	Parcels, letters etc
Import Clearance	Consignments
Seaports	Vessels, Incoming Passenger Card
b) A document or documentation (certification) indicating that specified action has been undertaken prior to arrival in Australia, eg. packing, fumigation etc.	
Deconsolidation	The process of unpacking a container for the purposes of inspection.
Designated Port	a) A first port of entry, landing place or a port where imported animals, plants or other goods may be landed as declared by the Quarantine Proclamations 2000; and b) A port where there are sufficient Quarantine Officers available to allow for staff to respond to any possible contamination within a reasonable amount of time.
Detection	The detection of goods, vectors or receptacles of quarantine interest at the barrier.
Disease	Includes a micro-organism, a disease agent, an infectious agent or a parasite.
Dunnage	Materials used for supporting or protecting consignments during transportation. Dunnage is not intrinsically associated with the cargo.
Entry	Can be defined as: a) The admittance of goods across the barrier and into Australia. b) An ACS/AQIS electronic document which details information relating to consignments of goods imported into Australia. Entries are generated using ICS.
Erasures and alterations	Any changes made to a document after the original/first signature has been applied to that document.
Establishment	Perpetuation of a pest or disease for the foreseeable future, after its entry into Australia. <i>Likelihood of Establishment</i> The likelihood that a viable exotic pest or disease infects a susceptible host in Australia.
ETO	Ethylene Oxide. This is a gas that may be used to destroy pests in some classes of products.
Examine	Includes: a) in relation to an animal – carry out tests on, take samples from, or carry out a veterinary procedure on, the animal; b) in relation to a plant – carry out tests on, take samples from, establish, cultivate, or undertake procedures for the diagnosis of a disease of, the plant; and c) in relation to any other goods – carry out tests on, or take samples from, the goods; and d) in relation to a vessel, installation or premises – carry out tests on, or take samples from, the vessel, installation or premises.
Facility	The whole of the space that is to be approved by AQIS to a specific level of containment. An approved facility comprises the Quarantine Area(s) and where applicable any anteroom or airlock used to enter or leave the facility. A facility may include any combination of different types of facilities such as animal, plant and/or insectary rooms of like containment level within a single physical containment barrier.

	Stairs or corridors may be considered part of a facility where they are within the containment barrier, (refer to the deconsolidation guide) meet the applicable containment level requirements and are not used as a thoroughfare or access route by persons not involved in quarantine operations. This would generally require entry to corridors by measures such as an electronic swipe card system or some other method which prevents the corridor being used as a thoroughfare or access route by persons not directly involved in quarantine operations. It will exclude lifts of a building and the connecting corridors leading from these lifts.
Failure	Goods or vessels that do not meet the AQIS inspection, regulation or documentation requirements.
FCL	Full Container Load. Refers to a full container consigned from one sender to one receiver.
FCL/X	Full container load containing multiple bills of lading (see FCL and FCX).
FCX	An Australian Customs Service term referring to Full Container Loads with multiple Bills of Lading destined for the one unpack address. For quarantine purposes this is the same as FCL.
Fumigant	A chemical that at a particular temperature and pressure can exist in a gaseous state in sufficient concentration and for sufficient time to be lethal to insects or other pests.
Fumigation	Application of a fumigant to a fumigation enclosure to eradicate pests.
Fumigation Area	The portion of a QAP where goods are fumigated.
Fumigation Certificate	Documentation certifying that a fumigation treatment has been undertaken in compliance with AQIS requirements.
Gas Impervious	Material Includes plastic wrapping or laminated plastic films, lacquers or painted surfaces, aluminium foil, tarred or waxed paper.
Goods	Includes: a) An animal; and b) A plant (whether moveable or not); and c) Any other article, substance or thing (including but not limited to, any kind of moveable property; and, to remove any doubt, includes mail of any kind and ballast water.
Hazard	A pest or disease threat.
Household Goods and Personal Effects Forwarder (HGF)	An entity involved in facilitating the international movement of household goods and unaccompanied personal effects. Many HGFs are also High Volume Specialist Operators (HVSO) of QAPs.
Household Goods and Unaccompanied Personal Effects	These consist of: a) Consignments of less than 1m ³ which may consist of clothing, books, food and souvenirs; or b) Consignments greater than 1m ³ consisting of part or whole contents of a household. Household goods may comprise furniture, clothing, manchester, electrical goods, tools and garden equipment, animal equipment and kitchen goods.
HVSO	High Volume Specialist Operator. A household goods and personal effects forwarder (HGF), which has been granted a Depot licence by the Australian Customs Service.
ICON	Import Conditions Database. An AQIS database that holds the conditions for the import of goods, including permit conditions, risk, legislation and treatments.
ICS	Integrated Cargo System
IFC Act	Imported Food Control Act 1992.
Import Permit	A permit issued to an importer of quarantine material pursuant to the Act.
Initial Audit	An audit conducted to assess whether the Other Party meets the requirements for a Schedule with AQIS. This audit may provide guidance to the Other Party in order to meet the outcomes and procedural requirements of the Scheme.
Incursion	The infestation or infection, post border and post barrier, by a viable exotic pest

	or disease.
Infestation	The presence of live insects, mites, spiders or other animals.
Inspection	An examination of documentation and/or goods to determine whether or not goods meet AQIS requirements. Examination may include tests, taking samples, or undertaking procedures for diagnosis.
Inspection Field	The field in ICS where an Accredited Person enters the three character code that relates to the Quarantine Approved Premises (QAPs) where the particular activity for the consignment is to take place.
Interception	Goods of quarantine interest, detected as a result of an inspection.
Intervention	Application of any activity by a Quarantine Officer to determine if the goods are subject to quarantine.
Introduction	The entry of a pest or disease resulting in its establishment.
LCL	Less than Container Load. These consignments have multiple suppliers, importers and brokers.
Leakage	The movement of goods subject to quarantine undetected through the barrier.
Location Code	The code added to the Inspection Field on the JEMS entry by an Accredited Person. This code indicates to AQIS the Accredited Person's preferred Quarantine Approved Premises (QAP) where the activity is to be performed.
Major Nonconformity	A breach of the procedures set out in the Processes and Outcomes Document, and/or failure to meet the outcomes and responsibilities as described in the Processes and Outcomes Document. The accrual of a major non-conformity will result in AQIS imposing an increased level of review on the Other Party.
Metropolitan Area	The suburban area around a Designated Port, for example around Sydney, Port Kembla, Newcastle, Brisbane, Melbourne, Adelaide and Perth. The limits of the Metropolitan Area for any Designated Port are determined by assessment by AQIS Canberra. Areas that are not located within the AQIS Metropolitan Postcodes List supplied with the QAP Criteria are deemed as Non-Metropolitan or rural.
Micro-organism	Means protozoa, fungi, free-living bacteria, cell dependent bacteria and viruses.
Minor Nonconformity	A less serious breach of the procedures and/or failure to meet the outcomes set out in the Processes and Outcomes Document. Note: Two MINOR non-conformities equal a MAJOR non-conformity and may result in an increased level of review.
Non-conformity/ Non-conformities	A deviation or multiple deviations from the documented procedures, which is confirmed through the collection of objective evidence that shows discrepancies or lapses in discipline relating directly to either AQIS requirements or legislative requirements, and which may compromise the overall effectiveness of the Scheme and Processes and Outcomes Document without breaching legislation.
Non-commodity	Non-commodity issues relate to any matter that is not directly related to the actual goods within a consignment. Non-commodity issues include (but are not restricted to) soil contamination, animal/plant trash, Giant African Snail (GAS) issues and the presence of untreated wooden packing.
Non-commodity Documentation	Any document that contains information used in making an assessment in respect of non-commodity concerns.
Non-commodity Risk	The quarantine risk associated with those goods that are not commodities.
NSTQ	Not Subject to Quarantine. Goods that are of no quarantine concern and do not require mandatory AQIS inspection are described as Not Subject to Quarantine.
OIQ	Order into Quarantine. The process of detaining goods, to isolate quarantine risk. Also, a form used to direct goods to treatment premises, under Section 55A of the Quarantine Act 1908 (Cth). Also, the title of the forms used to order goods into quarantine.
Packaging	Material intrinsically associated with cargo such as wooden pallets, crates, skids, etc attached to the goods during transportation.
Packing Declaration	A declaration completed by the overseas packer/supplier that describes how the goods in a container were packed and whether the container was clean prior to

	packing.
Pallet	A platform used to support cargo during shipment. Generally of standard dimensions to allow for easy stacking. Pallets used in shipping are generally made of timber, plywood, metal, plastic or moulded fibreboard.
Pathogen	A micro-organism capable of causing disease in a host.
PEs	Personal Effects. Non-commercial goods imported by private individuals, often with the assistance of a HGF, freight forwarder or similar. PEs include "household goods" and "unaccompanied baggage".
Pest	Any species, strain or biotype of plant, animal or pathogenic agent injurious to humans, plants, animals or the environment.
Phytotoxic	Poisonous to plants.
Profile	A set of characteristics used to target incoming risk items.
Quarantinable Goods	Any imported goods that are subject to quarantine.
QAP	Quarantine Approved Premises. Facilities that are approved by AQIS for the performance of quarantine under section 46A of the <i>Quarantine Act 1908 (Cth)</i> . For the purpose of this document, the term 'Quarantine Approved Premises' will be taken to mean the area specifically meeting the necessary standards for the Class of QAP.
Quarantine Fumigation	The fumigation of goods to meet quarantine clearance requirements.
<i>QC1 or PC1</i>	<i>Quarantine Containment Level 1 or Physical Containment Level 1 is the whole of the space approved by AQIS in accordance with AQIS's class Criteria for Quarantine Approved Premises 5.1. A QC1 facility excludes lifts, stairs and corridors but may include lockable quarantine storage areas outside or separate to the quarantine area where the work is undertaken.</i>
<i>QC2 or PC2</i>	<i>Quarantine Containment Level 2 or Physical Containment Level 2 is the whole of the space approved by AQIS in accordance with AQIS's class criteria for Quarantine Approved Premises 5.2. A QC2 facility excludes lifts, stairs and corridors, but may include lockable quarantine storage areas outside or separate to the quarantine area where the work is undertaken. The facility must be physically separate from offices.</i>
<i>QC3 or PC3</i>	<i>Quarantine Containment Level 3 or Physical Containment Level 3 is the whole of the space approved by AQIS in accordance with AQIS's class criteria for Quarantine Approved Premises 5.3. A QC3 facility may incorporate access and supporting rooms and interconnecting corridors or common space areas after entering through an airlock. It may compromise a number of like rooms such as three interconnecting microbiological laboratories but does not include combinations of different types of facilities such as animal, plant or insectary facilities within a physical containment barrier. These facilities must be physically separate from offices used by containment facility personnel. Body showers, toilet cubicles and drinking water appliances may be included.</i>
<i>QC4 or PC4</i>	<i>Quarantine Containment Level 4 or Physical Containment Level 4 is the whole of the space approved by AQIS in accordance with AQIS's class criteria for Quarantine Approved Premises 5.4. A QC4 facility may incorporate access and supporting rooms and interconnecting corridors or common space areas after entering through an airlock. It may compromise a number of like rooms such as three interconnecting microbiological laboratories but does not include combinations of different types of facilities such as animal, plant or insectary facilities within a physical containment barrier. These facilities must be physically separate from offices used by containment facility personnel and must include a body shower and inner and outer change room. Toilet cubicles and drinking water appliances may be included. The facility must be housed in a separate building or must form an isolated part of a building.</i>

Quarantine Inspection Area	That portion of a Quarantine Area designated for use by AQIS officers for performing detailed inspections of goods subject to quarantine.	
Quarantine Interest	Any goods, vectors, receptacles or locations subject to the Quarantine Act 1908 (Cth).	
Quarantine Noncommodity Concern	Quarantine risk that is imposed by anything other than the cargo itself and includes packing or contamination.	
Quarantine Pest	A pest of potential economic and/or environmental importance to an area where it is not yet present, or is present but not widely distributed and being officially controlled.	
QRM	Quarantine Risk Material. Includes but is not limited to live insects, seeds, soil, dirt, clay, animal material, plant material such as straw, twigs, leaves, roots, bark, food refuse and other debris.	
Quarantine Waste	<p>May include, but is not limited to:</p> <p>a) Material used to pack or stabilise cargo; and</p> <p>b) Galley and food waste; and</p> <p>c) Human, animal or plant waste; and</p> <p>d) Refuse or sweepings from the holds or decks of a vessel or installation.</p> <p>Quarantine waste also includes the accumulated solids from any process that separates larger solid particles of material from wastewater or from any other quarantine operation. Further examples of quarantine waste include solid material such as dead bodies, tissues, unhatched eggs, microbiological waste or residues of imported material and packaging of quarantine concern.</p> <p>Quarantine waste excludes excrement from imported circus animals, horses, dogs, cats or animals held at QC1 facilities that are considered to pose a minimal risk to quarantine.</p>	
Quarantine Wastewater	The liquid portion of the residue associated with any quarantine operation at an approved quarantine facility. Quarantine wastewater excludes excrement from imported circus animals, horses, cats, dogs and animals held at QC1 facilities, which are considered to pose a minimal risk to quarantine.	
Raw Timber	Unfinished timber, including furniture and wooden articles. Does not include dunnage or wooden packing materials.	
Receptacle	Non-commodity goods that are used to carry commodity goods. Receptacles for different programs are:	
	Program	Receptacle
	Airports	Passengers
	International Mail	Parcels, letters etc
	Import Clearance	Containers, pallets, vessels etc
	Seaports	Vessels
Reinstatement Audit	An audit scheduled and conducted by a Quarantine Officer following an Other Party's period of suspension from a Scheme.	
Release	Authorisation for release from quarantine after all AQIS impediments lifted.	
Review Level	The level at which an Other Party will be monitored for its performance against a Scheme and under its Compliance Agreement.	
Review Period	The review period is the time each review level is applicable for.	
Risk	The probability of an exotic pest or disease establishing in Australia. Risk may take account of the likelihood of exposure of the goods to an exotic pest or disease in the originating country or on the import pathway, the likelihood of leakage, the likelihood of exposure to a susceptible host, the likelihood of establishment and spread of a pathogen, and the likely consequences of its establishment.	
Sanctions	A range of penalties that may be imposed for noncompliance under a Compliance Agreement.	
Seals Intact	Often heard in the phrase "Deliver seals intact". This means that a consignment	

	has been permitted to move from one place to another under seal. The inspector at the receiving end is to check to ensure that the seals have not been broken in transit.
Shipping Aids	Material used in sea freight containers to prevent cargo dislodging in transit.
Skid	Support placed under cargo to make it easier to manoeuvre. Generally consists of two pieces of timber placed under cargo to allow a forklift to raise or slide the cargo.
Spread	The movement of a pest or disease beyond the initial incursion.
Straw	Includes straw, cereal, rice hulls, and other unprocessed plant materials.
STQ	Subject to Quarantine. Goods requiring AQIS inspection and possible remedial action. Goods may be subject to quarantine if they are dirty or the goods are viewed as of quarantine concern.
Susceptible Host	A plant, human, animal or the environment that could be infected by an exotic pest or disease.
Surveillance	The active observance by a Quarantine Officer of activities and environments that may pose a quarantine concern to ensure quarantine integrity is maintained.
Tailgate Inspection	This inspection is undertaken to visually verify some aspect of the contents of a container such as packing or to establish whether the goods in the container have been satisfactorily fumigated. A Quarantine Officer at the opened container doors performs this without entering the container.
Timber	Also known as lumber; a term of commerce for wood, either in natural form as logs or in sawn units.
Treatment	Any process for controlling or eliminating a disease or pest and: a) In relation to a vessel, installation or premises, includes examination, spraying, fumigation, disinfection, denaturing and cleaning; and b) In relation to a person, includes examination, spraying, fumigation, disinfection and cleaning; and c) In relation to an animal, includes examination, disinfection, denaturing, vaccination, testing and veterinary treatment; and d) In relation to a plant or other goods, includes examination, spraying, fumigation, and disinfection, denaturing, sorting, cleaning and repacking.
Treatment Certificate	A certificate that specifies the treatment applied to goods within a specific consignment to destroy any pests that may be present.
Type of Facility	'Type' refers to the kind of Quarantine Approved Premises that a containment facility will fall into. The facility will be one of four 'types' – Microbiological, Animal, Plant or Invertebrate.
Unannounced Audit	An audit not scheduled by AQIS. These audits are conducted by a Quarantine Officer and occur in line with the prescribed audit rate for the Other Party.
Vessel	This can be defined as: a) A ship, boat or other description of vessel used in navigation by sea; or b) An aircraft; or c) An aircushion vehicle; or d) An offshore industry mobile unit.
Wash Bay	An area of a QAP to be used for the cleaning of goods contaminated with quarantinable material. All wash bays must conform to the relevant structural criteria for the class of QAP in which they are to be used.