

Food Act 2008

Food Business Registration / Notification Form

Primary Producers and Processors of Leafy Vegetables / Melons in a GFSI recognised scheme*

*Business must demonstrate current Global Food Safety Initiative (GFSI) Recognised Scheme certification (eg. Freshcare, GlobalGap and SQF)

Part A: Food Business Details

Section 107(1) / 110(2)

Proprietor Name (Individual/body corporate/trustee*)	
Food Business Name	
Postal Address	
ABN	
Phone	
Mobile	
Email	
Primary language spoken	

*If food business is operating under a trust, please write the name of the person who is the trustee.

What Leafy Vegetables or Melons do you grow or process?

Which of these activities does your business undertake in relation to Leafy Vegetables or Melons?

<input type="checkbox"/> Growing and harvesting	<input type="checkbox"/> Storing
<input type="checkbox"/> Packing	<input type="checkbox"/> Transporting
<input type="checkbox"/> Processing	<input type="checkbox"/> Other (Please specify):

To whom / where do you sell your produce locally?

<input type="checkbox"/> Farmer's markets	<input type="checkbox"/> Agent	<input type="checkbox"/> Independent grocers
<input type="checkbox"/> Large retailers	<input type="checkbox"/> Café / Restaurants / Caterers	<input type="checkbox"/> Delivery to customer
<input type="checkbox"/> Farm gate	<input type="checkbox"/> Packer	<input type="checkbox"/> Processor
<input type="checkbox"/> Other (Please specify):		

Do you export your produce overseas?

Yes No

What water source(s) do you use to irrigate your produce?

<input type="checkbox"/> Bore	<input type="checkbox"/> River
<input type="checkbox"/> Dam	<input type="checkbox"/> Rainwater
<input type="checkbox"/> Town/Scheme supply	<input type="checkbox"/> Carted water
<input type="checkbox"/> Recirculated water	<input type="checkbox"/> Other (Please specify):

What fertilisers do you use to grow your produce?

<input type="checkbox"/> Manure	<input type="checkbox"/> Liquid fertiliser
<input type="checkbox"/> Biosolids / Compost	<input type="checkbox"/> Pellet/granular fertiliser
<input type="checkbox"/> Other (Please specify):	

What records do you keep to ensure all produce sold from your farm / pack house can be traced back to where it was grown (tick all that apply)?

<input type="checkbox"/> The farm details are on the label	<input type="checkbox"/> Sales receipts or Invoice
<input type="checkbox"/> Purchase receipts	<input type="checkbox"/> Logbook / Journal
<input type="checkbox"/> A code or words identifying my farm are on a shared label managed by an agent	
<input type="checkbox"/> Other (Please specify):	

Do you on-sell, pack, or repack leafy vegetables or melons from another producer?

No

Yes → **Please specify how traceback to growing sites is achieved:**

<input type="checkbox"/>	Source farm address on the label
<input type="checkbox"/>	Source farm identification code on the label
<input type="checkbox"/>	Separate barcode for each source farm on the label
<input type="checkbox"/>	Other (Please specify):

Food Recall Contact

First Name	
Last Name	
Phone	
Mobile	
Email	

Please enclose the following records you have made under your GFSI Scheme

Enclosed (tick)	Document	Example of records		
		Freshcare	GlobalGap	SQF
	Address of farm/packing sites, Crop, Growing sites	M1 Scope	Annex 1.2 - 1.2 Information on production sites	Part B, 7.1.1.2 Property location records
	Overview of primary production and processing steps for each crop.	M1 Flowchart	AF1.1.2 Production and/or agronomic activities	Part B, 2.4.3.6 Food safety plan flow diagram
	Map of all production and processing sites: boundaries, buildings/sheds, wastewater systems, growing sites, storage tanks, chemical/fuel storage, waste storage, soil amendment storage area, contaminated areas, etc.	M1 Property Map	AF1.1.1 Site maps	Site maps made under Part B, 7.1 Site requirements
	Current GFSI Recognised Scheme Certificate			

Declaration:

I, the person making this application, declare that:

- the information contained in this application is true and correct in every particular;
- the required GFSI Scheme records is enclosed (see Part A); and
- the prescribed fee is enclosed with this application (see Part B).

Signature of applicant*: _____

*In the case of a company, the signing officer must state position in the company

Date: _____

The information gathered in this form will be used for purposes related to the administration of the *Food Act 2008* (WA). In accordance with regulation 51 of the *Food Regulations 2009* (WA), certain details (proprietor name, trading name and address details) may be made publicly available.

Part B: Payment of prescribed fee

Registration fee is as per the Shire of Manjimup's annual Fees and Charges.

Enquiries

Environmental Health Services

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