



Australian Government

Australian Quarantine
and Inspection Service

Guide to Completing the Quarantine Pre-Arrival Report (Pratique) Form for Vessel Clearance



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NOTE: AQIS requires that the Quarantine Pre-Arrival Report (QPAR), refer to Attachment 1, must be submitted by the Master of a vessel arriving into Australia from international waters from **96 to 12 hours** prior to arrival. This aligns AQIS pre-arrival reporting requirements with those of the Australian Customs Service.

All vessels travelling between Australia, Christmas Island and/or Cocos Islands and between Christmas Island and Cocos Islands must submit a new QPAR. For example a vessel travelling from Fremantle to Christmas Island to Darwin, must submit a QPAR between Fremantle and Christmas Island and another QPAR between Christmas Island and Darwin.

The information required is in accordance with the relevant sections of the *Quarantine Regulations 2000 Subsection 10(1)*. This information can be found on the AQIS website at <http://www.daff.gov.au/aqis/quarantine/legislation/quarantine>.

Section 1a: Vessel's Particulars for First Port of Call

In this section you must enter your vessel's details in order to obtain Quarantine Approval to Berth in Australian waters.

1. Vessel Name: enter the current name of the vessel.
(Reg 10, Item 1)
2. Voyage Number: enter the current voyage number of the vessel.
(Reg 10, Item 1)
3. IMO/Lloyds Number: enter the vessel's IMO/Lloyd's number.
(Reg 10, Item 1)
4. Radio Call Sign: enter the current call sign of the vessel.
(Reg 10, Item 1)
5. Last Port of Call: enter the vessel's last port of call.
(Reg 10, Item 3)
6. ETA Anchorage at First Port of Call: if the vessel intends to anchor prior to berthing at the first Australian port, provide the vessel's expected time at anchorage, using the 24hr clock.



(Reg 10, Item 4)

7. ETA Berth at First Port of Call: using the 24hr clock, provide the vessel's expected berthing time at the first Australian port.
(Reg 10, Item 4)
8. First Port of Call: enter the vessel's first Australian port of call.
(Reg 10, Item 5)
9. Berth: if known, provide name and/or number of berth - an 'Unknown' answer will be accepted.
(Reg 10, Item 4)
10. ETD First Port of Call: enter the expected time and date of departure from the first Australian port of call.
(Reg 10, Item 4)
11. List of Australian Ports of Call: enter the vessel's next ports of call. If for any reason, the next port is unknown at time of reporting, an 'Unknown' answer will be accepted.
(Reg 10, Item 5)
12. Number of Cargo Holds/Tanks/Decks: indicate the number of cargo holds, tanks or decks within the vessel.
(Reg 10, Item 2)
13. Vessel Type/Length: describe the type of vessel (e.g. bulk carrier, passenger, livestock, etc) and the vessel hull length.
(Reg 10, Item 2)
14. Country and Port of Registry: enter the Country and Port where the vessel is registered.
(Reg 10, Item 1)
15. De-ratting/De-ratting Exemption Cert: enter the date and port where the certificate was issued - a 'N/A' answer will be accepted *.
(Reg 10, Item 12)



16. Ship Sanitation Control Certificate: enter the date and port where the certificate was issued - a 'N/A' answer will be accepted*.

(Reg 10, Item 13)

*If you don't have a valid De-ratting Certificate or Ship Sanitation Certificate advise your agent if you would like AQIS to undertake a De-ratting inspection in order to issue a De-ratting Certificate.

If your vessel has a valid De-ratting Certificate or De-ratting Exemption Certificate, it will be accepted by Australia until it expires.

- AQIS will continue to issue De-ratting Exemption Certificates, extensions to De-ratting Exemption Certificates and De-ratting Certificates (where required) until advised by DoHA that these are no longer required.
- If your vessel has a valid Ship Sanitation Certificate issued by another country, it will be accepted by Australia.
- DoHA (the agency responsible for issuing Ship Sanitation Control Certification) can be contacted on 0434 609 309 should you have any additional questions in relation to these certificates. The phone will be switched on from 7.00 am until 7.00 pm, 7 days per week

NOTE: Please indicate if any details relating to your vessel (e.g. name, call-sign) have changed since its last voyage to Australia. Failure to do so may result in unnecessary delays in processing the QPAR form. If information, such as berthing details, is unknown at the time of reporting, please state 'Unknown'.

Any changes to arrival or departure times must be reported to AQIS.

Section 1b: Quarantine Pre-Arrival Information

This section is designed to assist AQIS in understanding the present quarantine condition of your vessel. Quarantine condition includes human, animal and plant health, waste and ballast water. Details relating to these aspects are used to determine the quarantine risk status of your vessel.

Questions 17 & 18 Reporting Human Health

(Reg 10, Item 14, 15 & 16)

17. Have there been any deaths amongst persons on board the vessel during the current voyage? If **YES**, please state number of deaths () and cause, or suspected cause.
18. Has any person on board the vessel during the voyage been found to be suffering from an illness or symptoms of an illness? If **YES**, please state the number of people who suffer from the symptom/s or illness, the cause or suspected cause and any treatment that the person has had.



If a **YES** has been indicated for question 18, contact the Shipping Agent and advise them that the "Passenger with Illness Checklist", refer to Attachment 2, needs to be completed prior to the processing of the QPAR. This checklist refers to all persons on board the vessel.

If there is a change in the health status after an Approval to Berth has been granted and prior to berthing you must notify AQIS immediately.

Question 19 Animals on Board

(Reg 10, Item 17 & 18)

19. Are there any animals (including birds and/or fish) on board the vessel? If **YES**, state how many, and give a description of the type of animal/s and their health and condition. Did any animal die during this voyage? If **YES**, how many animals died? How were the dead animals disposed of?

Question 19 requires details of any animals on board, including birds, fish, cats, dogs and monkeys. Details about the type, number and location of animal/s should be provided. Details of any deaths during the voyage and how they were disposed of should be provided. All animals will be subject to inspection at the vessel's first Australian port of call. Quarantine conditions will apply and you must comply with all directions issued by the quarantine officer; confine all animals indoors as directed on the Approval to Berth or by the quarantine officer; dispose of all animal waste under quarantine control or in a manner approved by AQIS; provide immediate notification to AQIS if any animal on board becomes ill, dies or escapes.

Animals on board vessels that have recently visited overseas countries, may have come in contact with species carrying damaging pests and diseases such as Foot and Mouth Disease (FMD), African Swine Fever, screw-worm fly, rabies, Newcastle disease and Avian Influenza (AI).

In accordance with Section 16(2) of the *Quarantine Regulations 2000* you are required to notify AQIS no less than 48 hours prior to arrival at your first Australian port if you intend to import a live animal. For further information refer to the AQIS website:

<http://www.daff.gov.au/aqis/import/live-animals>

Question 20 Insects on Board

(Reg 10, Item 19)

20. Have any insects, including bees, been discovered on board during this voyage? If **YES**, please give a description and the location of the insect/s.

Question 20 requires advice about whether you are confident there are no insects on board. Details about the type and location of the insects should be provided to AQIS.



Questions 21 & 22 Asian Gypsy Moth

(Reg 10, Item 8 & 9)

21. In the past 24 months has the vessel been in any Russian Far East Port/s between 40° N, 60° N and west of 147°E during any period between 1 July and 30 September? (If **NO**, go to Question 23).
22. If **YES**, since the vessel's last visit to the Russian port/s, has the vessel been inspected and cleared by an agricultural authority in Australia, Russia, Canada, New Zealand or the USA as being free of Asian Gypsy Moth? If **YES**, please forward relevant certificate to AQIS (notify time and date of departure from any certifying Russian port).

If your vessel has been issued certificates by an agricultural authority in Australia, Canada, New Zealand, USA or Russia indicating that it has been inspected and declared free of Asian Gypsy Moth, please ensure that a copy of the certificate is sent (notify time and date of departure from any certifying Russian port) to AQIS with the QPAR form. AQIS will assess the validity of the certificate and indicate what procedures need to be taken. Vessels without valid certificates will be inspected on arrival at relevant Australian ports.

Question 23 Plants on Board

(Reg 10, Item 11)

23. Are there any plants on board? If **YES**, please describe the health, condition and location of the plants.

All live plants must be kept below deck or inside accommodation space prior to arrival and whilst in Australian waters.

Question 24 & 25 Livestock, Grain/Seeds or Meal

(Reg 10, Item 10)

Questions 24 & 25 require advice about whether your vessel has carried livestock, seed including grain or meal in the last ten cargoes.

24. Has the vessel carried any livestock, seeds (including grain) or meal in the last 10 cargoes? (If **NO**, go to question 26).
25. If **YES**, for each cargo list the contents of the cargo, the loading port/s, the discharge port/s and cleaning performed since the cargo was discharged.



If your vessel has carried livestock (live animals as cargo, not ship's pets - which are covered in question 19); grain/seeds or meal (organic fertiliser, stock feed or meal that contains processed animal, plant or fish products) in its last ten cargoes, you are required to provide details of the product, the loading and discharging ports and the cleaning procedures that have been performed. Please forward any cleaning certificates to AQIS with this form.

Question 26 Waste

(Reg 10, Item 20)

26. Is the vessel's waste secured in animal and leak proof container (s) or a sealed room?

You need to answer **YES** or **NO** to this question. Contact AQIS on 1800 020 504 immediately if quarantine waste is stored incorrectly or found to be infested with any type of insect, pest or disease.

Vessel Waste is:

- a) material used to pack or stabilise cargo;
- b) galley and food waste;
- c) animal or plant waste; and
- d) refuse or sweepings from the holds or decks of a vessel or installation.

You need to ensure:

- waste held on vessels and wharves cannot be accessed by birds, rodents, insects or other animals;
- all deck areas must be free from waste including egg, meat, fruit and vegetable cartons;
- do not empty holding tanks or use refuse grinders or garbage shutes while in Australian ports or waters;
- ensure ship's crew do not use food scraps or meat as bait while fishing in Australian ports or waters and
- at regular intervals, present all quarantine waste to collectors authorised by AQIS.

Question 27 & 28 Crew Changes/Passengers Disembarking

(Reg 10, Item 6 & 7)

27. Will there be any crew changes or disembarking passengers while the vessel is at any berth or anchorage point at any Australian Port of Call?

Indicate whether crew or passengers will be permanently leaving the vessel while in any Australian port.

28. If **YES**, specify the port/s and number of persons and the day and time that they are expected to sign off/disembark.



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Indicate at which port/s crew will be signing off or crew/passengers will be disembarking the vessel, with the expected date and time.

Question 29 Ballast Water

(Reg 10, Item 21)

29. Have you complied with Australian Ballast Water Management Requirements?
www.aqis.gov.au/shipping

AQIS would appreciate any ongoing feedback on this document in order to make it easier for you to fill out the QPAR.

If you have any comments please feel free to email AQIS at:
seaports@aqis.gov.au



Section 1c: Declaration

Shipping Agents / Masters are required to complete and sign the declaration to confirm that the information provided is correct. Shipping Agent contact details are also required.

Declaration:

I declare that the Master of the above-mentioned vessel has provided the information within this AQIS form.

Declaration made by Agent/Master:

Printed Name:

Signature:

Rank/Position:

Date: / /

Masters Name

Shipping Agency Name:

Shipping Agency Phone No:

Shipping Agency Fax No:

Shipping Agency E-mail Address: (if applicable):

* **Note:** AQIS requirements can be found at www.aqis.gov.au/shipping

'Australia' includes Christmas Island and the Cocos Islands. However, due to the differences in quarantine status of the Australian mainland, Christmas Island and Cocos Islands, all vessels travelling between Australia, Christmas Island and/or Cocos Islands and between Christmas Island and Cocos Islands must submit a new QPAR. 'Vessel' includes overseas vessels, installations and overseas installations.

Declarations are to be held on board the vessel for a minimum of 2 years and must be presented for inspection by a Quarantine Officer, on request, at any Australian port.



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The granting of quarantine clearance to a vessel does not release its cargo from being subject to quarantine.

Goods require separate clearance - AQIS may reply by facsimile unless you state otherwise. (*Electronic Transactions Act 1999*).



Section 2: Completing the Quarantine Pre-Arrival Report for Vessels (Pratique) - Telex Version

Information may only be provided by Telex in the following order and under the specified numbered headings.

Vessel's Particulars for First Port of Call

1. Vessel Name:

2. Voyage Number:

3. IMO/Lloyd's Number:

4. Radio Call Sign:

5. Last Port of Call:

6. ETA Anchorage First Port of Call (as 24hr hh:mm dd/mm/yy):

7. ETA Berth First Port of Call (as 24hr hh:mm dd/mm/yy):

8. First Port of call:

9. Berth:

10. ETD First Port of Call (as 24hr hh:mm dd/mm/yy):

11. List of Australian Ports of Call:

12. Number of Cargo Holds/Tanks/Decks:

13. Vessel Type/Length:



14. Country and Port of Registry:

15. De-ratting Certificate or De-ratting Exemption Certificate issue Date (dd/mm/yy) and Port of issue:

16. Ship Sanitation Control Certificate or Ship Sanitation Control Exemption Certificate issue Date (dd/mm/yy) and Port of issue:

Quarantine Pre-Arrival Information

17. Have there been any deaths amongst persons on board the vessel during the current voyage? If YES, please state number of deaths () and cause, or suspected cause.

18. Has any person on board the vessel during the voyage been found to be suffering from an illness or symptoms of an illness? If YES, please state the number of people who suffer from the symptom/s or illness, the cause or suspected cause and any treatment that the person has had.

19. Are there any animals (including birds and/or fish) on board the vessel? If yes, state how many, and give a description of the type of animal/s and their health and condition. Did any animal die during this voyage? If YES, how many animals died? How were the dead animals disposed of?

20. Have any insects, including bees, been discovered on board during this voyage? If YES, please give a description and the location of the insect/s.

21. In the past 24 months has the vessel been in any Russian Far East Port/s between 40° N, 60° N and west of 147°E during any period between 1 July and 30 September? (If NO, go to Question 23).

22. If YES, since the vessel's last visit to the Russian port/s, has the vessel been inspected and cleared by an agricultural authority in Australia, Russia, Canada, New Zealand or the USA as being free of Asian Gypsy Moth? If YES, please forward relevant certificate to AQIS (notify time and date of departure from any certifying Russian port).

23. Are there any plants on board? If YES, please describe the health, condition and location of the plants.

24. Has the vessel carried any livestock, seeds (including grain) or meal in the last 10 cargoes? (If NO, go to question 26).



25. If YES, for each cargo list the contents of the cargo, the loading port/s, the discharge port/s and cleaning performed since the cargo was discharged.
26. Is the vessel's waste secured in animal and leak proof container (s) or a sealed room?
27. Will there be any crew changes or disembarking passengers while the vessel is at any berth or anchorage point at any Australian Port of Call?
28. If YES, specify the port/s and number of persons and the day and time that they are expected to sign off/disembark.
29. Have you complied with Australian Ballast Water Management Requirements?
*www.aqis.gov.au/shipping

* **Note:** AQIS requirements can be found at www.aqis.gov.au/shipping

'Australia' includes Christmas Island and the Cocos Islands. However, due to the differences in quarantine status of the Australian mainland, Christmas Island and Cocos Islands, all vessels travelling between Australia, Christmas Island and/or Cocos Islands and between Christmas Island and Cocos Islands must submit a new QPAR. 'Vessel' includes overseas vessels, installations and overseas installations.

Declarations are to be held on board the vessel for a minimum of 2 years and must be presented for inspection by a Quarantine Officer, on request, at any Australian port.

The granting of quarantine clearance to a vessel does not release its cargo from being subject to quarantine.

Goods require separate clearance - AQIS may reply by facsimile unless you state otherwise. (*Electronic Transactions Act 1999*).

Form 006 - Date of Effect 12 Sep 2007



Section 3: Additional Information

For more information, contact AQIS:

Internet

Home page: www.aqis.gov.au/shipping

Email

Seaports Program: seaports@aqis.gov.au

Phone

+61 2 6272 4525

Fax

+61 2 6272 3276

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Attachment 1: Quarantine Pre-Arrival Report (Pratique) Form



Quarantine Pre-arrival Report for Vessels (Pratique)

COMMONWEALTH OF AUSTRALIA
QUARANTINE ACT 1908 Section 27A
Quarantine Regulations 2000, Subregulation 10(1)

This form must be provided to AQIS no more than 96 hours and no less than 12 hours prior to the vessel's arrival at the First Port of Call. AQIS must be notified immediately if the reported status of the vessel (relating to questions on this form) changes at any time. Giving false or misleading information is a serious offence.

Vessel's Particulars for First Port of Call

1. Vessel Name	11. List of Australian Ports of Call, If known
2. Voyage Number	
3. IMO / Lloyd's Number	12. Number of Cargo Holds/Tanks/Decks
4. Radio Call Sign	13. Vessel Type Vessel Length (m)
5. Last Port of Call	14. Country and Port of Registry
6. ETA Anchorage First Port of Call : Hrs / /	15. Deratting Certificate or Deratting Exemption Certificate
7. ETA Berth First Port of Call : Hrs / /	Issued on: At: (Port)
8. First Port of Call	
9. Berth	16. Ship Sanitation Control Certificate or Ship Sanitation Control Exemption Certificate
10. ETD First Port of Call : Hrs / /	Issued on: At: (Port)

Quarantine Pre-Arrival Information (in the spaces provided below answer ALL the following questions and ☑)

17. Have there been any deaths amongst persons on board the vessel during the current voyage? YES NO

If YES, please state the number of deaths () and cause, or suspected cause

18. Has any person on board the vessel during the voyage been found to be suffering from an illness or symptoms of an illness? YES NO

If YES, please state the number of people who suffer from the symptoms/s or illness, the cause or suspected cause and any treatment that the person has had:

19. Are there any animals (including birds and/or fish) on board the vessel? YES NO

If YES, state how many, and give a description of the type of animal/s and their health and condition

Did any animals die during this voyage? YES NO

If YES, how many animals died (). How were the dead animals disposed of?

20. Have any insects, including bees, been discovered on board during this voyage? YES NO

If YES, please give a description and the location of the insect/s



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Quarantine Pre-Arrival Information (in the spaces provided below answer ALL the following questions and ☑)

21. In the past 24 months has the vessel been in any Russian Far East Port/s between 40° N, 60° N and west of 147°E during any period between 1 July and 30 September? (If NO, go to Question 23). YES NO
22. If YES, since the vessel's last visit to the Russian port/s, has the vessel been inspected and cleared by an agricultural authority in Australia, Russia, Canada, New Zealand or the USA as being free of Asian Gypsy Moth? YES NO
- If YES, please forward relevant certificate to AQIS (notify time and date of departure from any certifying Russian port).
23. Are there any plants on board? YES NO
- If YES, please describe the health, condition and location of the plants
24. Has the vessel carried any livestock, seeds (including grain) or meal in the last 10 cargoes? (If NO, go to question 26). YES NO
25. If YES, for each cargo list the contents of the cargo, the loading port/s, the discharge port/s and cleaning performed since the cargo was discharged
26. Is the vessel's waste secured in animal and leak proof container(s) or a sealed room? YES NO
27. Will there be any crew changes or disembarking passengers while the vessel is at any berth or anchorage point at any Australian Port of Call? YES NO
28. If YES, specify the port/s and number of persons and the day and time that they are expected to sign off/disembark
29. Have you complied with Australian Ballast Water Management Requirements? * www.aqis.gov.au/shipping YES NO

Note: Ship and crew safety are of paramount importance when undertaking ballasting operations, therefore, Masters should undertake ballasting operations in accordance with the International Maritime Organisation Guidelines.

Declaration: I declare that the Master of the above-mentioned vessel has provided the information within this AQIS form.

Declaration made by Agent/Master:	Masters Name
Printed Name	Shipping Agency Name
Signature	Shipping Agency Phone No
Rank/Position	Shipping Agency Fax No
Date / /	Shipping Agency Email Address (if applicable)

* **Note:** AQIS requirements can be found at www.aqis.gov.au/shipping
'Australia' includes Christmas Island and the Cocos Islands. However, due to the differences in quarantine status of the Australian mainland, Christmas Island and Cocos Islands, all vessels travelling between Australia, Christmas Island and/or Cocos Islands and between Christmas Island and Cocos Islands must submit a new QPAR. 'Vessel' includes overseas vessels, installations and overseas installations.

Declarations are to be held on board the vessel for a minimum of 2 years and must be presented for inspection by a Quarantine Officer, on request, at any Australian port.

The granting of quarantine clearance to a vessel does not release its cargo from being subject to quarantine.
Goods require separate clearance - AQIS may reply by facsimile unless you state otherwise. (*Electronic Transactions Act 1999*).

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Attachment 2: Passenger with Illness Checklist

INTERIM AMENDED PASSENGER ILLNESS CHECKLIST (revised 13/4/07)

PASSENGER WITH ILLNESS CHECKLIST

NOTE: If **NO** is answered to Questions 1, 2 or 3, be aware that the passenger may still be suffering an illness of quarantine concern or notifiable concern, contracted from outside of Africa or South America (such as Plague, Rabies and Viral Haemorrhagic Fever). If this is suspected, the Quarantine officer will ring THE CHIEF QUARANTINE MEDICAL OFFICER, advise on responses and request instructions for the management of the unwell passenger.

Yellow Fever

Q1. Has the passenger been to Africa or South America within the previous 6 days?

Yes Go to Question 2.

No Go to Question 4.

Q2. Has the passenger been in a **Yellow Fever** country?

Yes Go to Question 3.

No Go to Question 4.

Q3. Has the passenger been in a declared Yellow Fever infected country within the past 6 days and have some or all the following symptoms:

Fever, Chills, Headache, Painful Muscles, nausea and vomiting?

Yes Passenger may have Yellow Fever.

Action: Contact the Chief Quarantine Officer in your state/territory health Department for further direction.

No Go to Question 4.

Viral Haemorrhagic Fever (VHF)

Q4. Has the passenger been to Africa within the past 21 days?

Yes Go to Question 5.

No Go to Question 6.



Q5. Does the passenger have most or all of the following symptoms:

Bleeding, fever, headache, sore throat, painful muscles, stomach pain, skin rash, diarrhoea and vomiting?

Yes *Action:* Contact the Chief Quarantine Officer in your state/territory health Department for further direction.

No Go to Question 6.

Plague

Q6. Does the passenger have most or all of the following symptoms:

Fever, headache, sore throat, chills, sore muscles, nausea, and painful swelling in the groin, armpit or neck area?

Yes Go to Question 7.

No Go to Question 8.

Q7. Has the passenger travelled within the last 7 days in the south-western United States, Mexico, Vietnam, Myanmar, India, Russia, Kazakhstan, Mongolia, Brazil, Peru, Bolivia, China, Indonesia, eastern or southern Africa?

Yes Passenger may have plague.

Action: Contact the Chief Quarantine Officer in your state/territory health Department for further direction.

No Go to Question 8.



SARS (Severe Acute Respiratory Syndrome) and Highly Pathogenic Avian Influenza in Humans (HPAIH)

Q8. Does the passenger have a high temperature (above 38 degrees C) combined with respiratory symptoms such as shortness of breath, difficulty with breathing and coughs?

Yes Go to Question 9.

No It is unlikely that the person has a quarantinable disease (there is no need to ask question 9).

Q9. Has the passenger travelled within the last:

- a) 10 days in China or other countries declared by the World Health Organisation to be affected by SARS, or
- b) 7 days in Asia, Eastern Europe or a country where highly pathogenic avian influenza in humans or animals has been reported to occur?

Yes The passenger may have SARS or HPAIH.

Action: Contact the Chief Quarantine Officer in your State or Territory health department. Unless they are seriously ill, the passenger should be detained pending medical advice. Only on the specific request of the Department of Health and Ageing (DoHA) should other passengers be detained on board the aircraft.

No It is unlikely that the person has a quarantinable disease.



Detailed Version History:

The version information shown on the cover of this document relates to this version only. Previous document versions are outlined below:

ELECTRONIC LOCATION: INSERT FILE PATH TO ELECTRONIC LOCATION

VERSION	DATE	REASON FOR ISSUE	AUTHOR
1	07/07	Major review to reflect new QPAR	Lea Connelly