



Cooked items (biscuits, breads, pastries, cakes), mooncakes, egg waffles and uncooked cheesecakes

Case Description

Effective: 29 August 2023

This case describes the requirements for the import of cooked biscuits, cooked breads, cooked pastries and cooked cakes, including mooncakes, egg waffles and uncooked cheesecakes. These goods may be imported with or without uncooked fillings and toppings. The goods must be for human consumption and uses other than animal consumption, veterinary therapeutic use, growing purposes, fertilisers and bioremediation agents.

Import Destination: Australia

Alerts

There are no current alerts applicable to this import case. Users should be aware that alerts can have significant impact on import conditions and, as such, should check this import case on the BICON website regularly.

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Change Notices

New standard permits for mooncakes (excluding lava and custard mooncakes)

The department has developed a new pathway and standard permit case for mooncakes (excluding lava and custard mooncakes).

Standard permits have pre-assessed generic conditions applied. For more information, refer to the [department's webpage](#).

You can apply for a standard permit for mooncakes through the BICON case 'Cooked items (biscuits, breads, pastries, cakes), mooncakes, egg waffles and uncooked cheesecakes' under the conditions for 'Mooncakes containing egg (excluding lava and custard mooncakes)'. If the conditions in the standard permit cannot be met, you are advised to apply for a non-standard permit through the 'Other (including lava and custard mooncakes)' conditions.

Who does this notice affect:

Importers and brokers of mooncakes, biosecurity staff and Pathway Operations Cargo - Assessment and Inspections.

Import permits:

There is no impact on current import permits. Existing permits will not be varied to have standard conditions. Importers who wish to have a standard import permit will need to apply for a new permit.

Further information:

If you require any further information, or have questions about these changes, please contact the Food Biosecurity Imports Program on 1800 900 090 or email imports@aff.gov.au.

Import Scenario Definition

1. Not for personal use — Biscuits, breads, pastries or cakes which are fully cooked (including any fillings and toppings)

1.1. Import Requirements

- a. These import conditions apply to the importation of biscuits, breads, pastries, or cakes which are fully cooked (including any fillings and toppings).

Import conditions prior to arrival in Australian territory

- b. A Department of Agriculture, Fisheries and Forestry import permit is not required, provided that the following conditions are met.
- c. The goods must:
 - 1. be shelf stable
 - 2. be fully cooked (including any fillings or toppings)
 - 3. not contain meat or meat products.
- d. The goods must meet biosecurity conditions.
To demonstrate compliance with this requirement you must present the following on a Manufacturer's declaration:
A statement that the goods:
 - 1. are fully cooked (including any fillings and toppings)
 - 2. are shelf stable. To qualify as shelf stable, the goods must:
 - 2.1. have been commercially manufactured
 - 2.2. have been packaged by the manufacturer
 - 2.3. be in that package
 - 2.4. be in a package which has not been opened or broken
 - 2.5. be able to be stored in the package at room or ambient temperature
 - 2.6. not require refrigeration or freezing before the package is opened
 - 3. do not contain meat or meat-based ingredients.Alternatively, all of the above may be determined by inspection on arrival.

Import conditions after arrival in Australian territory

- e. The goods must be clearly identifiable.
- f. The goods must be for human consumption only.
- g. These goods, or any derivatives, must not be distributed, sold or used for:
 - 1. animal consumption
 - 2. environmental purposes (including use as bioremediation product or fertiliser)
 - 3. growing purposes, or
 - 4. veterinary therapeutic use.

Additional information

h. **Commercial administrative conditions**

Documents must be provided with each consignment which:

1. identify the consignment (if non-personal) e.g. entry number
2. identify all goods being imported as part of this consignment e.g. invoice or waybill or importer's manifest
3. describe the goods being imported (where not clear).
e.g. 1: Product XRab = Purified protein derived from rabbits
e.g. 2: Product AX = Synthetic antibiotic
e.g. 3: Comte = Cheese.

i. Under the [Biosecurity Charges Imposition \(General\) Regulation 2016](#) and Chapter 9, Part 2 of the [Biosecurity Regulation 2016](#), fees are payable to the Department of Agriculture, Fisheries and Forestry for all services. Detail on how the department applies fees and levies may be found in the [Charging guidelines](#).

j. In addition to the conditions for the goods being imported, non-commodity concerns must be assessed including container cleanliness, packaging and destination concerns, and may be subject to inspection and treatment on arrival. Please refer to the Non-Commodity Cargo Clearance BICON case for further information.

k. Once biosecurity requirements have been met, it is the importer's responsibility to comply with the [Imported Food Control Act 1992](#) and ensure food being imported is safe and compliant with Australian standards including the [Australia New Zealand Food Standards Code](#). Consignments of food may be referred for inspection and analysis under the [Imported Food Inspection Scheme](#) to verify safety and compliance.

Some foods are not permitted to be imported without a [recognised foreign government certificate](#) or a [recognised food safety management certificate](#). Importers must check the food complies with these requirements prior to importing.

l. If you are unable to meet the above import conditions and you believe that the biosecurity risk of your goods can be managed in an alternative way, you may apply for an import permit which will be assessed by the Department of Agriculture, Fisheries and Forestry prior to the importation of goods into Australia.

Note that an import permit will only be issued if biosecurity risks can be managed to an acceptably low level. You will need to provide information with your permit application to demonstrate equivalence with the conditions outlined above.

An import permit may be obtained by submitting an import permit application to the department (use the 'Apply Now' button at the bottom of this page).

You will need to complete the relevant [food products questionnaire](#), as you may be asked to provide it during the permit application. Please ensure that the relevant information is provided by the manufacturer of the product.

To apply you must logon to BICON and complete an application for Food items for human consumption

1.2. On-Arrival Assessment

The following table lists the possible onshore outcomes for this import scenario:

Table 1:

Onshore Outcomes				Section	
Goods arriving as full container load sea freight	All requirements met			1.2.1	
	All requirements not met	Hold pending documentation		1.2.2	
		Inspect		1.2.3	
		Export	Unsupervised		1.2.4
			Supervised		1.2.5
			Partial commodity only		1.2.6
			As transhipment		1.2.7
		Dispose	Goods disposed of by autoclaving		1.2.8
			Goods disposed of by deep burial		1.2.9
			Goods disposed of by incineration		1.2.10
			Partial commodity disposed		1.2.11
Goods arriving as less than container load sea freight (exceeds dutiable customs value)	All requirements met			1.2.12	
	All requirements not met	Hold pending documentation		1.2.13	
		Inspect		1.2.14	
		Export	Unsupervised		1.2.15
			Supervised		1.2.16
			Partial commodity only		1.2.17
			As transhipment		1.2.18
		Dispose	Goods disposed of by autoclaving		1.2.19
			Goods disposed of by deep burial		1.2.20

Onshore Outcomes				Section	
			Goods disposed of by incineration	1.2.21	
			Partial commodity disposed	1.2.22	
Goods arriving as air freight (exceeds dutiable customs value)	All requirements met			1.2.23	
	All requirements not met	Hold pending documentation		1.2.24	
		Inspect		1.2.25	
		Export	Unsupervised		1.2.26
			Supervised		1.2.27
			Partial commodity only		1.2.28
			As transhipment		1.2.29
		Dispose	Goods disposed of by autoclaving		1.2.30
			Goods disposed of by deep burial		1.2.31
			Goods disposed of by incineration		1.2.32
	Partial commodity disposed		1.2.33		
Goods arriving as freight (below dutiable customs value)				1.2.34	
Goods arriving as break bulk, bulk cargo sea freight, mail or passenger baggage				1.2.35	

1.2.1. Goods arriving as full container load sea freight — All requirements met

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Release

The goods may be released from biosecurity control as all import conditions have been met.

1.2.2. Goods arriving as full container load sea freight — All requirements not met — Hold pending documentation

- a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

1.2.3. Goods arriving as full container load sea freight — All requirements not met — Inspect

- a. Inspection

The goods must be unpacked from the container and inspected by a biosecurity officer at the designated approved arrangement site (AA site).

AA Sites: 1.1 - Sea and Air Freight Depot Operations
1.3 - Sea and Air Freight Depot Operations (Restricted - Including Personal and Household Effects)

- b. Release

The department will release the goods once all of the biosecurity requirements have been met.

1.2.4. Goods arriving as full container load sea freight — All requirements not met — Export — Unsupervised

- a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

- b. Exportation

The goods are to be exported.

1.2.5. Goods arriving as full container load sea freight — All requirements not met — Export — Supervised

- a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

- b. Export

The goods are to be directed for export. The export must be supervised by biosecurity staff and the export bill must be presented to the Department of Agriculture, Fisheries and Forestry.

**1.2.6. Goods arriving as full container load sea freight — All requirements not met —
Export — Partial commodity only**

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Partial exportation
The remainder of the goods on the one line or container cannot be finalised in AIMS until after the export direction has been completed.

**1.2.7. Goods arriving as full container load sea freight — All requirements not met —
Export — As transhipment**

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Transhipment exportation
The goods are to be exported from Australian territory in accordance with the Department of Agriculture, Fisheries and Forestry requirements.

**1.2.8. Goods arriving as full container load sea freight — All requirements not met —
Dispose — Goods disposed of by autoclaving**

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by autoclaving.
AA Site: 8.3 - Autoclave

**1.2.9. Goods arriving as full container load sea freight — All requirements not met —
Dispose — Goods disposed of by deep burial**

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by deep burial.
AA Site: 8.2 - Deep Burial

1.2.10. Goods arriving as full container load sea freight — All requirements not met — Dispose — Goods disposed of by incineration

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by Incineration.
AA Site: 8.1 - Incineration

1.2.11. Goods arriving as full container load sea freight — All requirements not met — Dispose — Partial commodity disposed

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by an approved method at an AA site.
AA Site: 8.4 - Disposal Facilities - All other treatments for biosecurity waste

1.2.12. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements met

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Release
The goods may be released from biosecurity control as all import conditions have been met.

1.2.13. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Hold pending documentation

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

1.2.14. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Inspect

- a. Inspection

The goods must be inspected by a biosecurity officer.

AA Sites: 1.1 - Sea and Air Freight Depot Operations
 1.3 - Sea and Air Freight Depot Operations (Restricted - Including
 Personal and Household Effects)

b. Release

The department will release the goods once all of the biosecurity requirements have been met.

1.2.15. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — Unsupervised

a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

b. Exportation

The goods are to be exported.

1.2.16. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — Supervised

a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

b. Export

The goods are to be directed for export. The export must be supervised by biosecurity staff and the export bill must be presented to the Department of Agriculture, Fisheries and Forestry.

1.2.17. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — Partial commodity only

a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

b. Partial exportation

The remainder of the goods on the one line or container cannot be finalised in AIMS until after the export direction has been completed.

1.2.18. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Export — As transhipment

a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

b. Transhipment exportation

The goods are to be exported from Australian territory in accordance with the Department of Agriculture, Fisheries and Forestry requirements.

1.2.19. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Dispose — Goods disposed of by autoclaving

a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

b. Voluntary disposal

The goods are to be disposed of by autoclaving.

AA Site: 8.3 - Autoclave

1.2.20. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Dispose — Goods disposed of by deep burial

a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

b. Voluntary disposal

The goods are to be disposed of by deep burial.

AA Site: 8.2 - Deep Burial

1.2.21. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Dispose — Goods disposed of by incineration

a. Present all documentation

The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.

AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

b. Voluntary disposal

The goods are to be disposed of by Incineration.

AA Site: 8.1 - Incineration

1.2.22. Goods arriving as less than container load sea freight (exceeds dutiable customs value) — All requirements not met — Dispose — Partial commodity disposed

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by an approved method at an AA site.
AA Site: 8.4 - Disposal Facilities - All other treatments for biosecurity waste

1.2.23. Goods arriving as air freight (exceeds dutiable customs value) — All requirements met

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Release
The goods may be released from biosecurity control as all import conditions have been met.

1.2.24. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Hold pending documentation

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office

1.2.25. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Inspect

- a. Inspection
The goods must be inspected by a biosecurity officer.
AA Sites: 1.1 - Sea and Air Freight Depot Operations
1.2 - Class A Air Cargo Terminal and Air Freight Depot Operations (Unrestricted)
1.3 - Sea and Air Freight Depot Operations (Restricted - Including Personal and Household Effects)
- b. Release
The department will release the goods once all of the biosecurity requirements have been met.

1.2.26. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — Unsupervised

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Exportation
The goods are to be exported.

1.2.27. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — Supervised

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Export
The goods are to be directed for export. The export must be supervised by biosecurity staff and the export bill must be presented to the Department of Agriculture, Fisheries and Forestry.

1.2.28. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — Partial commodity only

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Partial exportation
The remainder of the goods on the one line or container cannot be finalised in AIMS until after the export direction has been completed.

1.2.29. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Export — As transshipment

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Transshipment exportation
The goods are to be exported from Australian territory in accordance with the Department of Agriculture, Fisheries and Forestry requirements.

1.2.30. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Dispose — Goods disposed of by autoclaving

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by autoclaving.
AA Site: 8.3 - Autoclave

1.2.31. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Dispose — Goods disposed of by deep burial

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by deep burial.
AA Site: 8.2 - Deep Burial

1.2.32. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Dispose — Goods disposed of by incineration

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by Incineration.
AA Site: 8.1 - Incineration

1.2.33. Goods arriving as air freight (exceeds dutiable customs value) — All requirements not met — Dispose — Partial commodity disposed

- a. Present all documentation
The importer or nominated agent must present all required documentation to the Department of Agriculture, Fisheries and Forestry as part of the import procedure.
AA Site: 20.0 - Department of Agriculture, Fisheries and Forestry Regional Office
- b. Voluntary disposal
The goods are to be disposed of by an approved method at an AA site.

AA Site: 8.4 - Disposal Facilities - All other treatments for biosecurity waste

1.2.34. Goods arriving as freight (below dutiable customs value)

a. Self Assessed Clearance (SAC) assessment

Any goods, and accompanying documentation, arriving into Australia, are subject to [Self assessed clearance \(SAC\) declaration processing](#).

If this assessment reveals remedial action is required, the importer will be informed. Remedial action could include treatment of the goods, export or disposal.

If the Department of Agriculture, Fisheries and Forestry has not approved import conditions for goods that arrive in Australia, these goods will be subject to export or disposal at the importer's expense.

1.2.35. Goods arriving as break bulk, bulk cargo sea freight, mail or passenger baggage



This mode of arrival is not commonly used with this consignment type. As a result, Department of Agriculture, Fisheries and Forestry biosecurity has not developed decision support for this arrival mode. Please either choose an alternative arrival mode or contact the Department of Agriculture, Fisheries and Forestry for further information.

Appendix 1: Information: Notes for calculating the percentage of dairy and egg in a cooked product

Notes for calculating the percentage of dairy and egg in a cooked product

Lactose (and its derivatives), ghee and chocolate do not contribute to the percentage of dairy, provided that the final product is commercially prepared and packaged.

The calculation should be based on the percentage of uncooked dairy and uncooked egg in the entire product.

Example calculation

Product contains the following ingredients (totalling 100%):

Cooked cake:

Self-raising flour 34%

Sugar 22%

Milk 10%

Butter 15%

Eggs 7%

Water 1%

Topping and filling:

Cream 2.5%

Chocolate 8%

Salt 0.5%

Total percentage of uncooked egg is 0.

Total percentage of uncooked dairy is 2.5.

Although the cream represents most of the topping and filling, it only represents 2.5 percent of the entire product. All other egg and dairy ingredients (excluding chocolate) have been cooked with the cake and therefore do not contribute to the calculation.

Appendix 2: Documentation Requirements

The information below describes the requirements for documentation presented to the Department of Agriculture to support the risk assessment of imported goods.

Manufacturer's declaration

A declaration provided by the manufacturer of the goods, which is specific to the goods in the consignment and attests to the condition/processing/treatment of the goods.

A manufacturer is the entity that has made/manufactured/produced/processed the goods that are being imported.

This document must meet the relevant overarching and consignment-specific requirements outlined below.

- a. **Complete** - All prescribed information required to be on a document must be present and complete. Additional prescribed information below:
 1. The document must have been issued and dated within the last six months, unless otherwise specified.
 2. The document must be on the manufacturing company's letterhead and include their name and address.
 3. Declarations must include the employee name and their title within the company of the person issuing the document.
 4. The document must contain the correct statement(s) as required by the import conditions.
 5. The document must be specific to the good(s) and consignment unless otherwise stated in BICON, an import permit, or the [department's website](#) for food subject to the Imported Food Inspection Scheme.
 6. Declarations will only be accepted from the company that manufactured/produced the goods (either the specific site or head office within the country of manufacture) unless stated otherwise.
- b. **Legible** - All prescribed information required to be on a document must be legible.
- c. **Valid** - Many documents, such as import permits, are subject to a validity period. Presented documents must comply with the validity requirements specified for that class of document.
- d. **In English** - All prescribed information required to be on a document must be in English. Exceptions to this rule include:
 1. company letterheads do not need to be translated into English but must be in English characters (roman alphabet).
 2. commercial, transport and government certification that are required to comply with international standard formats.
 3. signatures and names of individuals.Where a document cannot be provided in English, an affidavit will be accepted from either:
 1. that country's consulate in Australia.
 2. the Australian embassy in the place of origin.

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3. a translator accredited by the National Accreditation Authority for Translators and Interpreters Ltd.
- e. **Free from erasures and alterations** - All prescribed information on a document must be free from erasures and alterations unless endorsed by an employee of the company who issued the document, or an authorised government official from the government department who issued a certificate. The only acceptable endorsement is a company stamp or seal signed by the company employee (including printed name) or a government stamp or seal signed by a government employee (including printed name) applied adjacent to the alteration.
- f. **Multiple page documents** - Multi page document must:
- include a consignment-specific link on all pages of the document.
For example, commercial invoices (or similar) must contain the documents individual reference number (e.g. invoice number) or a numerical link on each page of the document.
 - contain an endorsement on the final page of the document, following the information that is being endorsed.
- Where a government issued document has noted attachments, the attachments can follow the endorsement. Where an international standard relating to the issuing of veterinary, government or phytosanitary certification does not explicitly require a link on each page of a multiple page certificate, the department will accept the document linkage on the first page of the certificate. For further information about international standards for veterinary, government and phytosanitary certificates please refer to sections 4.3.3, 4.3.4 and 4.3.5 of the [Minimum documentary and import declaration requirements policy](#).
- Where a non-government issued document has noted attachments, the attachments are required to meet all of the overarching document requirements contained in section 1 of the [Minimum documentary and import declaration requirements policy](#) inclusive of endorsement.
- g. **Endorsed** - Unless otherwise stated in BICON, on an import permit or on the [department's website](#) for food subject to the Imported Food Inspection Scheme, all documents must be endorsed by an employee of the organisation, corporation, or government authority issuing the document. An endorsement must:
1. be an acceptable signature, electronic signature or stamp as defined in the Definitions section of this policy.
 2. appear after the information that the signatory is endorsing.
- Where a document has noted attachments, the endorsement can be made before the attachments, refer to section 1.6 of the [Minimum documentary and import declaration requirements policy](#).
- h. **Date of issue** - All documents must identify the date the document was issued including the day, month and year. Packing declarations may contain vessel/voyage number which can be used if a date of issue is not present on the document.
- i. **Consignment specific link** - All documents that are relied on to assess the level of biosecurity risk must have a unique consignment-specific link. Examples of consignment identification include:
- container numbers

- bill numbers
- commercial invoice numbers
- lot codes
- preferential tariff certificate numbers
- packing list numbers
- letter of credit numbers.

Where a document does not contain one of the accepted forms of consignment identification, a numerical link to another document that does contain appropriate consignment identification must be present.

Examples of acceptable numerical links include:

- order numbers
- reference numbers
- any other internal reference numbers used by overseas companies
- vessel/voyage references
- flight number and arrival date.

Numerical links alone cannot be used as consignment identification links.

Unacceptable numerical links are references that could be present in previous or subsequent consignments and relate to a model, type or standardised item number.

Examples of unacceptable numerical links include:

- number of packages
- weights
- dates
- stockkeeping unit
- item codes.

Note¹: Annual packing declarations and Imported Food Inspection Scheme importer declarations are exempt from having consignment-specific links.

Note²: For acceptable consignment identification on phytosanitary certificates refer to sections 4 and 5 of [ISPM 12](#).

- j. **Conflicting information on documents** - Where there is conflicting information contained within a document, the document must not be accepted. Conflicting information occurs when prescribed information on one part of the document conflicts with other prescribed information on the same document.



For further information, please refer to the [Minimum documentary and import declaration requirements policy](#).

Appendix 3: References

This appendix contains a consolidated list of referenced items:

Australia New Zealand Food Standards Code

1. <http://www.foodstandards.gov.au/code/Pages/default.aspx>

Biosecurity Charges Imposition (General) Regulation 2016

1. <https://www.legislation.gov.au/Details/F2020C00043>

Biosecurity Regulation 2016

1. <https://www.legislation.gov.au/Series/F2016L00756>

Charging guidelines

1. www.agriculture.gov.au/about/fees/charging-guidelines

department's website

1. www.agriculture.gov.au/biosecurity-trade/import/goods/food

food products questionnaire

1. <http://biconnet.daff.gov.au/BICONWeb/ViewElement/element/GetFile?elementPK=2069212&fileResourcePK=1261146>

Imported Food Control Act 1992

1. www.agriculture.gov.au/biosecurity-trade/import/goods/food

Imported Food Inspection Scheme

1. <https://www.agriculture.gov.au/biosecurity-trade/import/goods/food/inspection-testing/ifis>

ISPM 12

1. <https://www.ippc.int/en/publications/609/>

Minimum documentary and import declaration requirements policy

1. www.agriculture.gov.au/biosecurity-trade/import/arrival/clearance-inspection/documentary-requirements/minimum-document-requirements-policy

recognised food safety management certificate

1. <https://www.agriculture.gov.au/biosecurity-trade/import/goods/food/lodge/safety-management-certificates>

recognised foreign government certificate

1. <https://www.agriculture.gov.au/biosecurity-trade/import/goods/food/mandatory-government-certification>

Appendix 4: Glossary

The following provides a definition of words or phrases that are found within the text. Some of these have a special meaning in relation to the importation or treatment of goods entering Australia and may be important to understand in meeting the conditions for import.

Approved Arrangement Site (AA Site)	An arrangement approved under Section 406 of the Biosecurity Act 2015 (Cwlth) which permits a biosecurity industry participant to carry out specified activities to manage biosecurity risks associated with particular goods, premises or other things.
goods	<p>Goods include:</p> <ol style="list-style-type: none">1. An animal2. A plant3. A sample or specimen of a disease agent4. A pest5. Mail; and6. Any other article substance or thing. <p>Goods does not include ballast water or human remains. It also does not include a conveyance, except in certain circumstances.</p>
import permit application	<p>The department will assess the application and on the basis of that assessment may decide to grant an import permit subject to any conditions deemed necessary for safe importation, use and disposal of those products.</p> <p>It should be noted that applying for an import permit does not automatically result in an import permit being issued. The Director of biosecurity or their delegate issues the import permit. You should ensure that an application is submitted for each product type and that the prescribed fee accompanies the import permit application.</p>
Meat products	<p>Meat product means a product:</p> <ol style="list-style-type: none">1. that contains meat; or2. of which meat is an ingredient.
meat-based ingredients	<p>Meat product means a product:</p> <ol style="list-style-type: none">1. that contains meat; or2. of which meat is an ingredient.
shelf stable	<p>Goods are shelf-stable if:</p> <ol style="list-style-type: none">1. The goods have been commercially manufactured.2. The goods have been packaged by the manufacturer.3. The goods are in that package.4. The package has not been opened or broken.

	<ol style="list-style-type: none">5. The goods are able to be stored in the package at room or ambient temperature.6. The goods do not require refrigeration or freezing before the package is opened.
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Appendix 5: Question and Answers

The following table lists the answers you provided about the import(s).

Import Question	Your Answer
Are the goods for the personal use of the person wishing to import the item?	No
Which of the following best describes the goods? Definition of cooked biscuits, cooked breads, cooked pastries and cooked cakes (See Attachments) Notes for calculating the percentage of dairy and egg in a cooked product (Appendix 1)	Biscuits, breads, pastries or cakes which are fully cooked (including any fillings and toppings)

Appendix 6: Document Options

Context & Inclusions

User Context: External

- | | |
|--|-------------------------------|
| ⚙ Appendix - Annexes | ⚙ Appendix – Scientific Names |
| ⚙ Appendix – Documentation Requirements | ⚙ Element Identifiers |
| ⚙ Appendix - Glossary | ⚙ What’s Changed |
| ⚙ Appendix – Questions and Answers | ⚙ Onshore Management |
| ⚙ Appendix – Rationale | ⚙ Main Processing Path Only |
| ⚙ Appendix – References (Files and URLs) | ⚙ Procedures |

Authoring Aids & Outputs

Output Format: PDF

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Definition: Cooked biscuits, cooked breads, cooked pastries and cooked cakes

In scope:

- Sweet and savoury biscuits, breads, pastries and cakes.
- Biscuits, breads, pastries and cakes containing eggs and/or dairy (conditions apply, as directed by this BICON case).
- Biscuits, breads, pastries and cakes must be fully cooked i.e. cooked throughout (some uncooked toppings and fillings are allowable, as directed by this BICON case).

Out of scope:

1. Goods containing meat.
2. Goods which have been shallow or deep fried.
3. Goods requiring refrigeration (excluding goods with uncooked toppings and fillings, as directed by this BICON case).

Note: Shelf stable goods refrigerated during transport in order to extend shelf life may still be considered in scope.