

TEMPLATES FOR RECORDS OF BIOSECURITY-RELATED ACTIONS AND OBSERVATIONS

Version 3.0
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Part 1: Certificate of Compliance

INFORMATION

The Certificate of Compliance with the Code is an annual declaration that a beekeeper or beekeeping company's practices follow the Australian Honey Bee Industry Code of Practice. Filling out this form provides documentation that you are aware of the Code of Practice requirements and are managing your operation to meet the minimum standards prescribed by the Code of Practice. Additionally, providing this Certificate provides confidence to State officials and growers that your hives do not pose a biosecurity risk when being moved across states or to provide pollination services.



CERTIFICATION OF COMPLIANCE WITH THE CODE

Date of your last successful completion of an approved Honey bee Pest and Disease Training Course or the Beekeeper Biosecurity Training and Assessment Program to comply with Section 9 of the **Code**? ___/___/___

Provider reference No.
Result

Have all hives been inspected to comply with Sec. 3.1 of the **Code** in Financial Year 20___/___? Yes No

In Financial Year 20___/___ have you carried out two hive inspections per apiary for arthropod pests at least 4 calendar months apart to comply with Sec. 3.2 of the **Code**? Yes No

Tick the method(s) used for mite examination:

- Sugar shake
- Alcohol wash
- Drone uncapping

In Financial Year 20___/___ have you had an independent honey test for American foulbrood to comply with Sec. 10 of the **Code**? Yes No

Testing laboratory

Laboratory reference number

Result

Positive/Negative

During the past 12 months I have maintained management standards that are fully compliant with the Australian Honeybee Industry Biosecurity Code of Practice, including maintained accurate, legible, records of all biosecurity-related activities in accordance with Part B Section 5 of the Code. Yes No

I certify that the above information is true to the best of my knowledge

Name: _____

Signature: _____

Date:



Part 2: Routine Forms

INFORMATION

These forms are designed to assist you in your record-keeping in the day-to-day running of your operation. After each apiary has been inspected, an Apiary Inspection Sheet should be completed and kept in your records. Similarly, the relevant section of the Hives and Equipment sheet should be completed when you move hives or introduce new bees or equipment. This information will be vital to the success of eradication and management programs should an incursion occur in your area.

Apiary Inspection Sheet

Under the Australian Honey Bee Industry Code of Practice Section 3.1, every hive in all apiary sites under your control must be inspected for pests and diseases twice per year at a minimum of four calendar months apart. Additionally, Section 5.1(a) states that at least one hive per apiary must be inspected for mites and arthropod pests twice per year no more than four calendar months apart. Sections 5.1(b) and (c) require records of all actions taken towards managing pests and diseases in each apiary, and assessments for American Foulbrood, the most significant bee disease affecting the Australian honey bee industry.

This form comprises five sections designed to allow beekeepers to quickly and easily fulfil the above-mentioned Code requirements. In most cases filling out this form will be a quick and easy process. This will allow you to clearly demonstrate that your hives are healthy and that pests and diseases are quickly and appropriately dealt with when detected (see Part 3: Report Forms).

Daily Running Sheet

The Australian Honey Bee Industry Code of Practice Section 5.1(d) and 5.1(e) require beekeepers to record movements of hives, including catchboxes, and details of introduced bees or used hives or equipment from external sources. This form can be used to record these activities as well as any other general biosecurity practices carried out.



APIARY INSPECTION SHEET

General Apiary Health

Date: _____
 Location: _____

Load ID: _____
 No. Hives on site: _____

General Apiary Condition	Good	Fair	Poor
Entrance activity			
Colony strength			

Food Storage	Good	Fair	Poor	Major variety
Nectar				
Pollen				

Inspection for Pests and Diseases

You must inspect every hive* in all your apiary sites and assess for general strength and presence of pests or diseases at least twice per year, at a minimum of 4 consecutive calendar months apart (Code of Practice Section 3.1). Fill in the results of each apiary inspection in the table below:

Notifiable Pests or Diseases Present YES NO

Disease/Pest Detected	Estimated No. of Hives Affected	Action Taken

Pest Treatment YES NO

Pest treated (i.e. Ants): _____
 Treatment used / applied: _____

*At least 3 full-depth brood frames with adult bees shaken off must be inspected in each hive.

Inspection for Mites and Other Arthropod Pests

In at least two inspections per apiary per year, at a minimum of 4 consecutive calendar months apart, you must inspect at least one hive per apiary for arthropod pests, particularly *Varroa* and *Tropilaelaps* mites, using either sugar shake, alcohol wash or drone uncapping (Code of Practice Section 3.2). Filling out this table also fulfils Code of Practice Section 5.1(a). Fill in the results of each apiary inspection in the table below:

Test(s) Conducted	Sugar Shake	Alcohol Wash	Drone Uncapping

Mites/Arthropod Pests Present YES NO

Suspected Pest: _____
 Action Taken: _____



If you detect mites or arthropod pests, call the **Emergency Plant Pest Hotline – 1800 084 881**
IMMEDIATELY

Other Comments/Observations

Name of Operators:



DAILY RUNNING SHEET

Records of hive movements and general management activities will be vital in tracking and limiting the spread of pests or diseases should an incursion occur. Filling out this table fulfils Code of Practice Section 5.1(d).

		Operator Name:				Date:			
DETAILS OF ACTIVITIES FOR THIS DAY	General Comments (optional)								
	Load ID								
	Movement and management activities (eg. Hives moved to new location, hives inspected for disease, disease-management steps undertaken)								



Important Contacts

If you suspect an exotic pest please call the **Plant Health Australia Exotic Plant Pest Hotline (1800 084 881)** or your State Department/Apiary Officer/Bee Biosecurity Officer.
For advice on how to identify or manage any pest or disease you find in your hives, contact your State Department/Apiary Officer/Bee Biosecurity Officer.

EXOTIC PLANT PEST HOTLINE: 1800 084 881

State Departments and Bee Biosecurity Officers

VICTORIA General Enquiries: 136 186 Bee Biosecurity Officer: Jessica Hartland	QUEENSLAND General Enquiries: 132 523 Bee Biosecurity Officer: TBA
NEW SOUTH WALES General Enquiries: 02 6391 3100 Bee Biosecurity Officer: Rod Bourke	NORTHERN TERRITORY General Enquiries: 08 8999 2036 Apiary Officer: Vicki Simlesa
SOUTH AUSTRALIA General Enquiries: 08 8226 0995 Apiary Officer: Michael Stedman	WESTERN AUSTRALIA General Enquiries: 08 9368 3333 Bee Biosecurity Officer: TBA
TASMANIA General Enquiries: 03 6165 3778 Bee Biosecurity Officer: Karla Williams	AUSTRALIAN CAPITAL TERRITORY General Enquiries: 132 281

USEFUL CONTACT NAMES & PHONE NUMBERS

State Apiary Officer: Bee Biosecurity Officer:			
Public Land Bee Site Manager:			
Honey Buyer:			
Laboratory:			
Beekeeper Club:			
NOTES:			

