



Zoo Animals Transitional Facilities

MPI-STD-ZOO

19 December 2018

TITLE

Facility Standard: Zoo Animals Transitional Facilities

COMMENCEMENT

This Facility Standard comes into force on 19 December 2018

ISSUING AUTHORITY

This Facility Standard is issued under section 39 of the Biosecurity Act 1993.

Dated at Wellington this 19th day of December 2018.

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Introduction

This introduction is not part of the Facility Standard, but is intended to indicate its general effect.

Purpose

This Facility Standard applies to transitional facilities that hold zoo animals prior to authorisation into containment.

The purpose of this standard is to:

- a) Set out the requirements relating to building, maintaining and operating this kind of facility.
- b) Describe how a place becomes approved as this kind of facility.

Background

The Biosecurity Act 1993 (the Act) provides the legal basis for excluding, eradicating and effectively managing pests and unwanted organisms that may cause harm to natural and physical resources and human health. Imported risk goods have the potential to introduce pests and unwanted organisms into New Zealand. For that reason, imported risk goods must receive biosecurity authorisation before they can officially be released or moved into the designated containment facility.

Zoo animals must go to a transitional facility on arrival in New Zealand. They must remain there until they are given biosecurity authorisation to be moved into a containment facility or are re-shipped or destroyed.

A place cannot operate as a transitional facility unless it is approved by the Director-General. To be approved, it must comply with the Act and the requirements in this standard. Details about how to apply for facility approval can be found by contacting liveanimals@mpi.govt.nz. Facility approvals may be subject to conditions.

A transitional facility must be operated by an approved operator, who may be the operator approved for the zoo containment facility. The MPI website (<http://www.biosecurity.govt.nz/border/transitional-facilities/registration/application-form>) explains how to become an approved operator. Operator approvals are subject to the condition that the operator will comply with this standard and with any other conditions imposed by the Director-General.

Who should read this Facility Standard?

Operators and prospective operators of transitional facilities for zoo animals should be familiar with this standard.

Why is this important?

If a place does not comply with the building, maintenance and operating requirements of this standard, it will not be approved as a zoo transitional facility. If already approved, the approval may be suspended or cancelled.

If an operator does not comply with the operating requirements of this standard, the operator's approval may be suspended or cancelled.

It is an offence to operate a place as a zoo transitional facility if the place is not approved as a transitional facility or the person operating the place is not an approved operator, or if those approvals are suspended. It is also an offence for a person who operates a transitional facility to not comply with the operating standards for the facility.

Document history

Requirements for zoo transitional facilities were formerly covered by the Ministry for Primary Industries (MPI) *Standard for General Transitional Facilities for Low Security Farm Animal Transitional Facilities*.

Refer to Schedule 1.

Other information

Guidance

Guidance has been prepared to accompany this standard and has been presented as guidance boxes within the standard. The guidance sets out the ways in which the requirements of this standard can be met and contains other useful information. Operators and applicants for approval should read and be familiar with the guidance information.

Costs

Applicants for a facility approval, and approval to be an operator, must pay an application fee.

MPI will charge for ongoing monitoring of compliance with this standard and any conditions of an approval. Fees are at the rates set out in the *Biosecurity (Costs) Regulations 2010*.

Part 1: General

1.1 Application

- (1) This standard applies to transitional facilities that hold zoo animals.
- (2) Transitional facilities holding zoo animals are subject to the requirements of this facility standard, and are not subject to the *Facility Standard: Standard for Transitional Facilities for General Uncleared Risk Goods, TFGEN* except to the extent that the requirements of *TFGEN* have been incorporated into this facility standard.

1.2 Outcome

- (1) The outcome this facility standard is seeking to achieve is the containment of zoo animals and any associated biosecurity risks within the facility.

1.3 Definitions

- (1) Definitions of terms used in this standard are set out in Schedule 2.
- (2) Terms used in this standard that are defined in the Act have the meanings set out in the Act, unless a different meaning is given in Schedule 2. The Act is available at <http://www.legislation.govt.nz/>.

1.4 Implementation arrangements

- (1) The following implementation arrangements apply to transitional facilities for zoo animals already approved to the *MPI Standard for Transitional Facilities for Low Security Farm Animal Transitional Facilities*.
 - a) All requirements in this standard must be implemented within one year of commencement of this standard.
 - b) The operator must ensure that all changes related to the transitional facility's approval are submitted to the MPI inspector at least two months in advance of the implementation deadline to allow the MPI inspector sufficient time to review the operating manual and/or arrange to inspect the facility (if necessary).
- (2) All new transitional facility applications made after the date of commencement of this standard must comply with this standard.

Part 2: Physical and Structural Requirements

2.1 Transitional facility location and purpose

- (1) The zoo transitional facility must be located within a facility that is approved to the *Standard for Zoo Containment Facilities*; or
- (2) The zoo transitional facility must be for the purpose of holding returned New Zealand lizard species, prior to the completion of biosecurity requirements set out in *Import Health Standard: Zoo Lizards and Zoo Lizard Hatching Eggs*.

2.2 Transitional facility premises

- (1) The operator must ensure that the transitional facility is fit for the purpose of holding the particular zoo animal for the time specified in the corresponding import health standard (IHS), to the satisfaction of the MPI inspector.
- (2) Where inspection of zoo animals is a requirement in the relevant IHS:
 - a) A secure area must be identified for the MPI inspector to use when inspecting zoo animals.
 - b) This area must be of a sufficient size to enable the inspection to be conducted effectively and safely and have the ability to contain any associated biosecurity risk.
 - c) The area must be easy to clean, disinfect and decontaminate from ectoparasites.
- (3) When a place approved as a transitional facility is not being used for the purposes of its approval it may be used for other purposes between consignments. Any such use must be approved by MPI and must not compromise the ability of the transitional facility to meet the requirements of this standard when it is being used for the approved purpose.

Guidance 2.2.

- The type of transitional facility will be dictated by the requirements of the IHS. Some IHSs have no inspection requirements, in which case the animal will be directed to a transitional facility for identification and document verification only.
- In the event of non-compliance with the IHS, the animals must remain in the transitional facility until the non-compliance is resolved.
- For some animals (e.g. large animals such as elephants or giraffes) constructing separate facilities for the purposes of quarantine may not be feasible. For these animals the transitional facility may be an area of the usual containment area.

2.3 Official transitional facility signage

- (1) A transitional facility must have a prominent sign or signs that state:
 - a) These premises are a Transitional Facility approved under the Biosecurity Act 1993.
 - b) Entry is restricted to permitted persons only (having received permission from the Operator).
- (2) Signs may also specify appropriate contact details for the Operator and/or other staff members. Note: Signs are not permitted to display the MPI logo or the acronyms 'MPI' as per the Flags, Emblems, and Names Protection Act 1981.

2.4 Equipment

- (1) The operator must provide any fit-for-purpose equipment, storage or labour as required by the MPI inspector to help with inspection.
- (2) Lighting must be of a sufficient quality as required by the MPI inspector for inspection.

Part 3: Operational Requirements

3.1 Operating manual

- (1) An operating manual must be prepared for each transitional facility and must set out how the facility will be managed and operated to meet the requirements of this standard.
- (2) The operator must ensure that the procedures set out in the operating manual are followed. The current version of the operating manual must be readily accessible to staff members and the MPI inspector at all times.
- (3) The operating manual must set out the scope of the transitional facility. The approval of the facility will be limited to the purpose and scope of activities listed in the operating manual.
- (4) The operating manual and any amendments made to it must be approved by the MPI inspector.
- (5) The operating manual must:
 - a) Describe how the following standards and requirements will be met:
 - i) This standard.
 - ii) Any relevant import health standard (IHS).
 - iii) Any measures approved in a Chief Technical Officer (CTO) direction under section 27(1)(d)(iii) of the Act.
 - b) Describe how the efficacy of the systems and procedures will be measured, monitored and determined to be continually effective.
- (6) The operating manual must have the following structure:
 - a) A table of contents;
 - b) Numbered pages and the version number and date on each page;
 - c) The scope of the operating manual which must include:
 - i) The purpose of the transitional facility as set out in the approval.
 - ii) A list of the relevant IHS(s) applicable to the animals held at the facility.
 - d) A description or map of the transitional facility boundaries and key areas, including the area designated for the unloading of zoo animals.
 - e) The management structure and staff responsible for managing the zoo animals which must include:
 - i) The name and contact details of the transitional facility owner.
 - ii) The name and contact details of the operator and their responsibilities.
 - iii) A list of any staff carrying out management responsibilities.
 - iv) The name and contact details of the MPI inspector with primary responsibility for the transitional facility.
 - v) The relevant MPI office's email address and phone number.
 - f) Activities and procedures undertaken as follows where appropriate.
 - i) Segregation of zoo animals (see clause 3.2).
 - ii) Waste disposal: A description of how the disposal procedures for liquid and solid waste will be met (see clause 3.3).
 - iii) Receipt and movement of zoo animals (see clause 3.4).
 - iv) Cleaning and hygiene, including a description of the management of incoming crates (see clause 3.5).
 - v) Training (see clause 3.6).
 - vi) Internal audit reports (see clause 3.7).
 - vii) MPI inspection (see clause 3.8).

- (7) The operator must review the relevant part of the operating manual to ensure its continuing suitability and effectiveness, and have any required changes approved by the MPI inspector prior to the arrival of any zoo animals.
- (8) The operator must ensure that the MPI inspector is informed if the transitional facility's operations or activities change from the approved scope of the operating manual prior to that change occurring.

3.2 Segregation of zoo animals

- (1) Whilst in the transitional facility:
 - a) Imported zoo animals must remain isolated from all other animals not of an equivalent biosecurity status; or
 - b) If imported zoo animals are not isolated from any other zoo animals in the transitional facility, the operator must handle the other zoo animals as if they have the same biosecurity status as the imported zoo animals.
- (2) The operating manual must stipulate how the requirements of this clause will be achieved, monitored and maintained and these procedures must be based on the likely risks posed by the zoo animals.

3.3 Waste disposal

- (1) The operator must ensure that waste generated is treated or disposed of as biosecurity waste, as specified in the relevant IHS(s) and/or any measures approved in a CTO direction, either within the transitional facility, as deep burial within the containment facility or after being transferred under MPI authorisation to another transitional facility.
- (2) The waste treatment or disposal procedure, and evidence of its effectiveness for treatment or disposal, must be included in the operating manual.

3.4 Receipt and movement of zoo animals

- (1) The operator must ensure that the receipt and movement of all zoo animals to and from the transitional facility is authorised by the MPI inspector.
- (2) Where zoo animals are required to be removed from the crate or container in the transitional facility, this must occur at a designated area within the transitional facility approved by the MPI inspector.
- (3) Zoo animals must not be moved from the transitional facility prior to inspection if inspection is required by the IHS. The operator must ensure that within three days of a zoo animal's arrival, the zoo animal's compliance with the relevant IHS, import permit and/or any measures approved in a CTO direction has been verified by the MPI inspector.
- (4) If approved by the MPI inspector, zoo animals may be transferred to the zoo's veterinary clinic for inspection or treatment. Emergency transfers to the zoo's veterinary clinic must be followed by immediate notification to the MPI inspector outlining the reason of the emergency transfer.

Guidance 3.4

- Biosecurity authorisation from the MPI inspector may be in the form of a Biosecurity Authority Clearance Certificate (BACC) or movement authorisation form.
- The operator may obtain authorisation to move zoo animals by applying to MPI for a BACC authority or using a movement request form.
- Movement authorisation forms are available at: <https://www.mpi.govt.nz/document-vault/3135>

3.5 Cleaning and hygiene

- (1) If the area is a designated transitional facility area it must be cleaned between consignments.
- (2) In the event of a non-compliance, the facility must be treated to address the non-compliance (e.g. if ticks are found the area must be treated with an acaricide).
- (3) All equipment used in the feeding, handling and treatment of the zoo animals in the transitional facility must be new, or cleaned and disinfected after these zoo animals leave the transitional facility.
- (4) Persons handling zoo animals must wear dedicated outer clothing and footwear used exclusively in the transitional facility.

3.6 Training

- (1) The operator must ensure that persons handling zoo animals are aware of and understand the following:
 - a) The requirements of this standard.
 - b) Their responsibilities and obligations while in the transitional facility in relation to the management of the zoo animals and mitigating any containment or biosecurity risks.

Guidance 3.6

- Visitors to the transitional facility might include contractors undertaking repairs and maintenance work, persons transporting zoo animals, local body inspectors, members of the public, and persons within the company who may not be in the transitional facility on a regular basis and do not have direct responsibilities for operations.
- The training provided for each person only needs to address what is needed for the requirements of this standard to be met. Contractors, for example, may only need to be provided with information about the facility and the precautions they must take to ensure the safe and secure management of zoo animals they may come in contact with.

3.7 Internal audit

- (1) The operator must carry out an internal audit prior to the arrival of zoo animals. The internal audit report must be included in the operating manual.
- (2) The internal audit must verify that the transitional facility's activities continue to comply with the:
 - a) Transitional facility approval, including the requirements of this standard and any conditions placed on the approval.
 - b) Operator approval, including any conditions placed on the approval.
 - c) Any conditions and requirements in the operating manual.
- (3) The operator must document all audit and review findings in a written report and provide the report to the MPI inspector before an inspection. Non-compliances must be dealt with immediately.
- (4) The report must include:
 - a) The scope and date of the audit.
 - b) The names of the auditors and auditees.
 - c) Any recommendations, non-compliances or corrective actions, and the timeline for their completion.
 - d) The overall conclusions as to whether compliance has been met.
 - e) The signature of the operator and acknowledgment that they agree with the conclusions of the audit.

3.8 MPI inspection

- (1) The operator must ensure that the MPI inspector, or any other representative of the CTO, is provided with access to the facility, and with records and documents when requested to verify compliance with this standard or to investigate non-compliances. The request may occur prior to the arrival of zoo animals. The operator or a delegate must be present to facilitate the inspection.

Guidance 3.8

- The MPI inspector will visit:
 - When the applicable IHS requires post arrival quarantine; or
 - When the inspector determines that inspection is required following review of the operating manual prior to the arrival of an animal.
 - Before the animals are authorised to be moved from the transitional facility to a containment facility, if this is required by the applicable IHS.
- Transitional facilities are assessed by the MPI inspector to ensure the transitional facility's approval and operator's approval, and any other regulatory requirements in relation to the zoo animals are being complied with. Part of the inspection is ensuring that the provisions in the operating manual are being complied with because those provisions have been approved by the MPI inspector as meeting the requirements of this standard.
- Should the operator display a lack of sufficient knowledge leading to failure of an inspection, the MPI inspector may recommend suspension or cancellation of the operator approval.
- Where a transitional facility is not compliant with this standard, the MPI inspector may recommend the approval for that transitional facility and/or operator be suspended or cancelled. Where non-compliances are found but suspension or cancellation is not initially recommended, inspection frequency will increase until the MPI inspector is confident the facility is fully compliant.
- Details of any non-compliances will be given to the operator on a MPI corrective action request (CAR). The CAR details the non-compliance, lists the corrective action(s) and the timeframe that these actions must be completed or resolved.

Schedule 1 – Document History

Date First Issued	Title	Shortcode
19 December 2018	Transitional Facilities for Zoo Animals	MPI-STD-ZOO
Date of Issued Amendments	Title	Shortcode

Schedule 2 – Definitions

Act

Biosecurity Act 1993.

BACC

A biosecurity authority clearance certificate, which is a document given by an inspector that certifies that the inspector has given a clearance or a biosecurity authorisation for the goods it relates to.

Biosecurity Authorisation

An authorisation given by a MPI inspector under section 25 of the Act permitting uncleared goods to be moved from a transitional facility or biosecurity control area to another transitional facility, biosecurity control area, containment facility, or to be exported.

CTO

A Chief Technical Officer.

CTO Direction

A guideline or direction given by a CTO under section 27(1)b(iii) or 27(1)d(iii) of the Act on measures that may be applied to risk goods to effectively manage risks.

Deputy Operator

A person authorised by the operator to act on behalf of the operator when the operator is absent.

Director-General

The Chief Executive of the Ministry for Primary Industries or his/her delegate.

EPA

Environmental Protection Authority

Import Permit

A certificate given by the Director-General of MPI under section 24D(2) of the Act.

MPI Inspector

MPI inspectors are appointed by the Chief Technical Officer under section 103(1) of the Act for the purposes of administering and enforcing the provisions of the Act. Under the Act, MPI inspectors have the power to give authorisations regarding transitional facilities or risk goods. MPI inspectors in this standard refer to MPI veterinarians.

MPI

Ministry for Primary Industries.

Operator

The person or organisation, approved by the Director-General, who has overall responsibility for a facility under section 40 of the Act.

Pest

Organisms that are to be excluded from the facility. Includes but is not limited to insects and other invertebrates, birds, rodents, cats, dogs, weeds and microorganisms.

Zoo Animals

Animals that are eligible to be contained or held in facilities approved to the *Standard for Zoo Containment Facilities*.