



Department of **Biodiversity,  
Conservation and Attractions**

**Western Australian Herbarium**

## Quarantine Guidelines: Import to WA from international herbaria

Various Australian and international laws govern the loan and exchange of herbarium specimens. The *Convention on International Trade in Endangered Species of Wild Fauna and Flora* (CITES: <http://www.cites.org>) and *Australian Environment Protection & Biodiversity Conservation Act 1999* control the movement of plant specimens and parts thereof. Specimens or samples can be sent only to registered scientific institutions. For information on registration and registered organizations, see <https://www.dcceew.gov.au/environment/wildlife-trade/non-commercial/research>.

Australia has strict biosecurity laws governing what can be imported into the country. Herbarium material is subject to regulation and inspection by the Department of Agriculture, Fisheries and Forestry (DAFF) (<https://www.agriculture.gov.au/biosecurity-trade>) to ensure that consignments are free of quarantine risks such as exotic pests and diseases.

Western Australia similarly has strict laws governing what can be brought into the state. Herbarium material is subject to regulation and inspection by the Department of Primary Industries and Regional Development biosecurity agency (Quarantine WA) (<https://www.agric.wa.gov.au/biosecurity-quarantine/biosecurity/plant-biosecurity>) to ensure that consignments are free of quarantine risks such as exotic pests and diseases.

The Western Australian Herbarium (PERTH) is a QWA Registered Premise and can import dried or fresh non-infected herbarium samples without a permit. This includes:

- any specimens of the Myrtaceae family which have been inspected and are visually free of symptoms of the disease 'myrtle rust' (*Austropuccinia psidii* and *Uredo rangeli*); and
- any specimens of the Ericaceae family, including Blueberries and Cranberries (*Vaccinium* spp.), Huckleberries (*Gaylussacia* spp.), Hemlock (*Tsuga* spp.), Azalea (*Rhododendron* spp.), *Lyonia* spp., *Menziesia* spp., *Pernettya* spp., *Hugeria* spp., *Leucothoe* spp., *Oxycoccus* spp., and *Pieris* spp. Which have been inspected and are visually free of symptoms of the disease 'blueberry rust' (*Naohidemycetes vaccinii* and *Thekopsora minima*).

Should any specimens of the families Myrtaceae or Ericaceae have visual symptoms of these diseases, please contact the Collections Manager for permit information prior to shipment.

All herbarium material sent to the Western Australian Herbarium must be packaged and labelled in accordance with the instructions provided. Please note that failure to supply the necessary quarantine documents accompanying the specimen may result in consignments being opened and a higher risk of specimens being damaged.

Please direct any enquiries to the Collections Manager: [herbarium@dbca.wa.gov.au](mailto:herbarium@dbca.wa.gov.au)

*The Western Australian Herbarium acknowledges the Custodians of the lands and waters from where our collections have been gathered, and pays respect to their Elders past and present.*

## Australian Biosecurity Guidelines

All herbarium specimens sent to the Western Australian Herbarium (PERTH) must be fully processed (dried and labelled), documented, and packaged in accordance with the following instructions. Please note: failure to follow these instructions may result in seizure of the parcel, delayed delivery, and a cost for the processing of the parcel.

1. **Contact:** Notify the Western Australian Herbarium [herbarium@dbca.wa.gov.au](mailto:herbarium@dbca.wa.gov.au) to ensure you have the most current instructions and versions of needed documentation. Please also email all documents to PERTH prior to shipment.
2. **Secure your packaging:** All plant material must be boxed, sealed, and wrapped in paper to prevent spillage of plant material or escape of any insects. Smaller samples may be packaged in smaller parcels but must be sealed and have the same labeling.
3. **Postage:** please send parcels via **normal post (i.e. trackable mail), not courier**. If you need to use a courier please contact [herbarium@dbca.wa.gov.au](mailto:herbarium@dbca.wa.gov.au) for advice.
4. **Address:** use the following address for parcels:

Western Australian Herbarium (PERTH)  
Attn: Collections Manager  
Department of Biodiversity, Conservation and Attractions  
Locked Bag 104  
Bentley Delivery Centre  
Western Australia 6983  
AUSTRALIA  
CITES: AU014

### 5. Biosecurity documentation:

Enclose one copy of each of the following documents in an envelope (or clear pocket) on the **outside of each parcel** and a **second copy inside the parcel**:

- 1) Completed *Biosecurity Declaration* (printed on institutional letterhead), including the Reference or Consignment Number for the loan or donation/exchange.
- 2) Loan/exchange paperwork. Please ensure the paperwork clearly states what the material is (e.g., research loan being sent to PERTH, return of material borrowed from PERTH, etc.) **AND** includes the Reference or Consignment Number.
- 3) An itemised taxon list including the Reference or Consignment Number for the loan or donation/exchange.
- 4) a copy of the Australian Import Permit, if required (see instructions below).  
*Herbarium specimens of non-infected and non-pathogenic vascular plants, algae, fungi, lichens or bryophytes do not require an Import Permit.*

Please ensure that the document copies are placed inside at the top of each parcel, with specimens wrapped separately below.

Along with 'return to sender' information, annotate a front corner of each package of a consignment with the package number (e.g., 1 of 2, indicating the number of parcels in a consignment).

Material that must not be frozen (e.g., tissues for DNA, algae, wet collection) must be packaged separately, i.e. do not include it within normal consignments. Please annotate the package with **NOT TO BE FROZEN**.

6. **Biosecurity Parcel Label:** Print the provided 'Attention Biosecurity' label in colour or on yellow paper and attach one to the outside of each parcel.
7. **Inform:** Please email PERTH ([herbarium@dbca.wa.gov.au](mailto:herbarium@dbca.wa.gov.au)) when the parcel(s) have been dispatched and provide an electronic scan of the shipping documents along with any relevant tracking information. Please do not mail a separate shipping notice.
8. **Import Permit:** The vast majority of herbarium shipments do not need an Import Permit. *An Import Permit is ONLY required for fully processed herbarium specimens of **knowingly infected** specimens, and/or **pathogenic organisms** such as bacteria, fungi, viruses, viroid, phytoplasmas and oomycetes (pythium, phytophthora) or any other microorganism requiring a plant host.*

PERTH has an Australian Import Permit for knowingly infected herbarium specimens; please contact the Collections Manager for further information.

## AUSTRALIAN BIOSECURITY SUPPLIER'S DECLARATION

### TO ACCOMPANY HERBARIUM SPECIMENS BEING SENT FROM INTERNATIONAL FACILITIES TO THE WESTERN AUSTRALIAN HERBARIUM (PERTH)

This declaration is a requirement of the **Australian Department of Agriculture, Fisheries and Forestry (DAFF)** for Australian biosecurity purposes. Please note: failure to provide this declaration may result in seizure of the parcel, delayed delivery, and a cost for the processing of the parcel.

*Please print the following declaration with an institutional letterhead.*

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## AUSTRALIAN BIOSECURITY SUPPLIER'S DECLARATION

Reference number for Loan or donation/exchange: *<Insert number>*

I declare that:

1. A **list of taxa** and other documentation is enclosed.
2. The enclosed **herbarium specimens for scientific research are processed** (to their final state).
3. **Prior to packaging, the specimens were free from live insects and excess soil, and are not knowingly infected with potentially viable pathogenic micro-organisms.**
4. They are of high scientific value and of no commercial value.

Signed:

Name:

Position:

Institution:

Contact phone number or email:

Date:

# ATTENTION BIOSECURITY

## HERBARIUM SPECIMENS

### DO NOT OPEN OR DESTROY PARCEL

**Included Goods:** Processed herbarium specimens for scientific research

**HS-Tariff-Code:** 9705.00

**Sending Institution:** <name of institution>

**Sender Contact Details:** <name of Curator/Collection Manager>

**Sender Email:** <email address>

**Receiving Institution:** Western Australian Herbarium

**Herbarium Code of receiving institution:** PERTH

**Import Permit:** No Import Permit Required

**Contact Receiving Institution:**

- **Telephone:** (08) 9219 9130
- **Email:** herbarium@dbca.wa.gov.au

**Envelope/Clear pocket contains Biosecurity documentation.**

Contains irreplaceable scientific/heritage specimens.

High scientific value and no commercial value.

**DAFF CONTACT: Assistant Director Plant Import Operations Branch.**

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