



Guidance Document

Vehicles Machinery and Tyres

Draft for Consultation

Title

Guidance Document: Vehicles Machinery and Tyres

About this document

This guidance document has been issued to accompany the MPI Standard, *Import Health Standard for Vehicles and Machinery and Tyres* (the "standard"). It is not a legally binding document and, although it can be read independently of the IHS, it should be read in conjunction with it to ensure that all matters relating to meeting the requirements of the IHS are fully understood.

Document history

This guidance document is subject to review and amendment at any time to ensure that it continues to meet its purpose. Reviews and amendments will be notified to stakeholders and published on the MPI website. Please ensure that the most recent version of this Guidance Document is used.

Amendment No.	Date	Reference
1	April 2013	Section 6, Formatting
2	September 2015	Requirements moved to the IHS

MPI is committed to ensuring that guidance and advice is sought and considered from affected stakeholders prior to amendments being finalized. All stakeholders are responsible for ensuring that the most recent version of the guidance document is used.

This guidance document and associated IHS are accessible on:
<http://www.mpi.govt.nz/importing/other/vehicles-and-machinery/requirements/>

Contact details

For all matters relating to the review and amendment of this Guidance Document contact:

Plants, Food and Environment Group
Regulation and Assurance Branch
Ministry for Primary Industries
PO Box 2526
Wellington 6140
New Zealand
Fax: 64 4 894 0228
Email: standards@mpi.govt.nz

For all matters relating to implementation and operation of this guidance document in respect to meeting the requirements of the IHS, including inspections, verification of MPI approved systems, audits, treatments and MPI's offshore programme, or other related queries please contact the MPI Border Clearance Services through the office below:

Border Clearance Services
Operations
Import Health Standard for Vehicles
Fax: +64 4 894 0776

Inspections, Audits and Treatments Contacts:

For all matters relating to inspections, audits and treatments of imported vehicles, machinery and tyres under the standard, please contact your local MPI office or phone 0800 00 83 33.

Disclaimer

This guidance does not constitute, and should not be regarded as, legal advice. While every effort has been made to ensure the information in this guidance is accurate, the Ministry for Primary Industries does not accept any responsibility or liability whatsoever for any error of fact, omission, interpretation or opinion that may be present, however it may have occurred.

Copyright



Crown copyright ©. This copyright work is licensed under the Creative Commons Attribution 3.0 New Zealand licence. In essence, you are free to copy, distribute and adapt the work, as long as you attribute the work to the Ministry for Primary Industries and abide by the other licence terms. To view a copy of this licence, visit <http://creativecommons.org/licenses/by/3.0/nz/>. Please note that no governmental emblem, logo or Coat of Arms may be used in any way which infringes any provision of the Flags, Emblems, and Names Protection Act 1981 or would infringe such provision if the relevant use occurred within New Zealand. Attribution to the Ministry for Primary Industries should be in written form and not by reproduction of any such emblem, logo or Coat of Arms.

Draft for Consultation

Contents	Page
1 Purpose	4
2 Background	4
3 Definitions	4
4 Quick Guide to Vehicle and Machinery Clearance at the Border	4
5 General Information	5
5.1 Introduction	5
5.2 Failure to Meet Biosecurity Requirements - Non Compliance	5
5.3 Biosecurity Outcome	5
5.4 Meeting Biosecurity Requirements	5
5.5 Performance Measurement of MPI Approved Systems	10

Draft for Consultation

1 Purpose

This guidance document provides information to help importers meet the requirements of the Import Health Standard (IHS) – [Vehicles, Machinery and Tyres](#)

2 Background

This document is guidance information only and is not legally binding. It gives best practice advice on effective and efficient ways to meet the standard.

3 Definitions

Acronyms

Act	Biosecurity Act, 1993.
CTO	Chief Technical Officer
IHS	Import Health Standard
MPI	Ministry for Primary Industries

For further definitions please refer to the IHS.

4 Quick Guide to Vehicle and Machinery Clearance at the Border

The information below is a quick guide for importers to enable and facilitate imports of vehicles, machinery and tyres into New Zealand in order to get biosecurity clearance at the border with minimal expense and time. Further details are found within specific sections of the guidance document.

- (1) Check that you have identified the section/s of the IHS that relate to your particular import.
- (2) Talk to MPI before vehicles, machinery and tyres are imported – MPI assistance prior to import can help minimise delays.
- (3) Clean vehicles, machinery and tyres offshore – we don't want biosecurity pests in New Zealand.
- (4) If they're not new vehicles, machinery and tyres, aim at getting them looking as new as possible – cleaned inside and out, washed, vacuumed, rubbish removed.
- (5) Ensure that any cleaning system used is proven to effectively and consistently meet the contaminant thresholds (2.3) in the IHS [Vehicles, Machinery and Tyres](#) – talk to MPI about approved cleaning systems.
- (6) Provide MPI with documented evidence of the MPI approved system you're using. This will reduce the chances of inspection and/or decontamination treatment being required – facilitating biosecurity clearance.
- (7) Containerised used vehicle parts and used tyres must be decontaminated (e.g., fumigated).
- (8) Don't put any uncleared goods in a cleared vehicle – it's not a cargo container, and the uncleared goods will result in the vehicle being deemed uncleared.
- (9) Provide the required documentation for identifying each vehicle, unit of machinery or tyre consignment to MPI.

5 General Information

5.1 Introduction

This guidance document accompanies the MPI Import Health Standard for Vehicles, Machinery and Tyres - (the "standard").

It provides importers and other affected stakeholders of vehicles, machinery, vehicle parts and tyres (shortened to "vehicles, machinery and tyres" for the purposes of this guidance document) with explanatory information, options and expectations to assist them in meeting the requirements of the IHS and what actions MPI will undertake to verify compliance.

It also outlines the accepted processes and procedures that supply chain parties and MPI inspectors should follow to control, manage or eradicate biosecurity pests and contamination associated with vehicles, machinery and tyres in the absence of CTO-approved equivalent measures.

5.2 Failure to Meet Biosecurity Requirements - Non Compliance

Vehicles, machinery and tyres that do not meet the requirements of the IHS will not be given biosecurity clearance and will be directed¹ for further action (e.g., decontaminated, reshipped or destroyed) as considered appropriate to manage the biosecurity risks and meet the requirements of the IHS.

Deliberate non-compliance with the requirements of the IHS, or negligence leading to non-compliance, may lead to increased intervention or prosecution of liable parties under the Biosecurity Act 1993.

5.3 Biosecurity Outcome

The desired outcome of the IHS is that biosecurity pests associated with vehicles, machinery and tyres are prevented from crossing New Zealand's border and establishing. Such establishment could adversely impact the environment, economy or health and safety of people and communities.

To achieve this outcome, biosecurity contaminants associated with vehicles, machinery and tyres should be managed effectively and efficiently and in ways that do not unnecessarily impede trade and tourism.

5.4 Meeting Biosecurity Requirements

5.4.1 General

The IHS requires that all vehicles, machinery, vehicle parts and tyres imported into New Zealand are clean. Offshore cleaning or treatment is mandatory for some groups of vehicles and machinery, and preferable for all. The aim of undertaking any action to clean or treat vehicles, machinery and tyres is to ensure that biosecurity pests are not present.

To achieve this requirement, vehicles, machinery and tyres must be cleaned and/or treated internally and externally, especially including those areas not readily accessible to physical inspection. This necessitates inspection for concealed contaminants using an appropriate device such as a videoscope and any biosecurity interventions additional to physical inspection to ensure the requirement is met. In order to meet the requirement of "clean", refer to section 5.4.2 below.

¹ As per section 122 of the Biosecurity Act 1993

5.4.2 Contaminant Thresholds

While ensuring that biosecurity pests are not present is a target, MPI acknowledges that achieving this presents practical difficulties and challenges in measurement and logistics.

For this reason, clean vehicles, machinery and tyres are defined as those which are free from the biosecurity contaminants listed in section 2.3 of the IHS. Note that some contaminants have a threshold and quantities below the threshold are not considered a biosecurity risk. Sand, gravel and road film free of organic contaminants and dead arthropods are not considered contaminants.

The threshold levels are the maximum levels of particular contaminants permitted on/in each vehicle or unit of machinery. The validity of these levels will be kept under review and MPI reserves the right to change them at any time through amendments to the IHS.

Contaminants that pose a higher risk to New Zealand have a contaminant threshold of zero, meaning that vehicles, machinery and tyres will not receive biosecurity clearance if these contaminants are found.

Clean vehicles, machinery and tyres should be managed in such a way to ensure that recontamination does not occur prior to presentation for biosecurity clearance.

5.4.3 Management of Contaminated Vehicles, Machinery and Tyres - Treatment Responsibility

Contaminated goods are not to be knowingly imported. If decontamination is required, this is entirely at the importers risk and expense in all respects.

Decontamination is not carried out on behalf of MPI but is a private arrangement between the treatment supplier and the importer. Whilst MPI will ensure that only suitably-qualified treatment suppliers are approved in New Zealand, it accepts no responsibility for any failure by the treatment supplier in its contract for decontamination services with the importer.

5.4.4 Detection and Management of Biosecurity Pests and Contamination

Under the Biosecurity Act, vehicles, machinery and tyres are considered risk goods and therefore must be held securely in a transitional facility until given clearance. The Standard for General Transitional Facilities for Uncleared Risk Goods contains requirements for how biosecurity contamination is managed. These requirements include:

- (1) Importers must ensure that biosecurity contamination, such as soil, plant products or restricted packaging material, found on or in a vehicle/machinery/tyre during routine checks is secured in a quarantine bin or other approved receptacle and the contamination is managed using the appropriate biosecurity treatment and actions before biosecurity clearance can be given.
- (2) Any live insects found must be treated immediately using a knock down spray and the vehicle/machinery/tyre quarantined to prevent other insects from escaping. MPI should be notified immediately to ensure the biosecurity pest is managed.
- (3) Any direction by MPI for treatment of a vehicle/machinery/tyre for mobile pests must be enacted or quarantined immediately to prevent insects from escaping.
- (4) Transportation to a transitional facility for treatment needs to be carried out in a manner, as directed by an inspector, which mitigates the escape of any biosecurity contaminants.

5.4.5 MPI Approved Systems and Treatments

There are a variety of means by which importers can ensure that vehicles/machinery/ tyres are clean. To ensure that any method, system or process used to achieve cleanliness is validated as such, it needs to be approved by MPI prior to being used on vehicles, machinery and tyres imported into New Zealand.

A number of treatments and systems are already approved by MPI that can be used to meet the requirements of the IHS. These include fumigation and heat treatment as per MPI Standard MPI-STD-ABTRT: Approved Biosecurity Treatments for Risk Goods Directed for Treatment, and MPI approved systems, approved to specific service providers.

Any person or organisation may request MPI to approve a method, system or process etc that can be shown to achieve the biosecurity requirements of the IHS. The process and criteria for system applications are available on the MPI website, "MPI Approval and Review of Vehicle Clearance Systems".

All approved treatments and systems should be applied in a manner that ensures they are effective for vehicles, machinery and tyres – the MPI approval process requires documented proof of effectiveness when approving individual providers and methods.

5.4.6 Information required by MPI

In order to verify that biosecurity requirements have been met for each vehicle/unit of machinery, the appropriate documentation is needed by MPI. Section 2.2 of the IHS states that this documentation must be provided with enough time prior to any vehicle, unit of machinery or tyre arriving in New Zealand so that MPI can apply the correct action to that particular import on arrival. Please phone 0800 00 83 33 or contact your local MPI office directly for operational details relating to documentation provision.

Notes:

- (1) Importers should provide information to MPI on whether they are importing new or used vehicles and machinery to New Zealand to ensure they are cleared appropriately.
- (2) In the case of the MPI CarShips programme, shipping companies are to provide evidence of clearance type to MPI (in the appropriate format) via manifest into the CarShips database.
- (3) For used vehicles from Japan and new and used vehicles and machinery from the USA, importers are to provide evidence to MPI (certification) prior to shipment, that a vehicle, unit of machinery or tyre has been processed through an MPI approved system or treated as per section 3.4 of the IHS.
- (4) For used agricultural, forestry and horticultural vehicle/machinery, importers must provide evidence to MPI (documentation), prior to shipment, that it has been cleaned and made free of pests and biosecurity contamination (or has been processed through an MPI approved system) as per section 3.1 of the IHS.
- (5) For tyres, importers must provide a description of the tyres including; number of units, on-rims, or new tyres only (no used off-rim tyres accepted offshore in association with used vehicles) as per section 3.2 of the IHS.
- (6) As part of its clearance process, MPI may have to consider the operational requirements of other agencies, such as the structural inspection on vehicles by third parties on behalf of the [New Zealand Transport Authority \(NZTA\)](#).

5.4.7 Cargo Transported in Vehicles/Machinery

Vehicles and machinery that have been inspected offshore are not be used as cargo space (including boot space) for uncleared risk goods that may require treatment, such as personal effects or used tyres (not on rims or partially deflated).

Spare tyres on rims and spare parts that are considered part of a vehicle may be carried in the vehicle.

Any cleared vehicle or unit of machinery that is found to hold uncleared risk goods will also be deemed uncleared.

5.4.8 Biosecurity Requirements for New Vehicles, Machinery and Tyres

New vehicles and machinery must comply with the requirements of the IHS and may be subject to further MPI scrutiny including inspection on arrival to confirm compliance.

MPI will consider whether manufacturing and storage conditions are likely to result in biosecurity contamination, and whether any interventions used in the supply chain mitigate that contamination.

If there is evidence that new vehicles, machinery and tyres have been contaminated during manufacturing, storage or transit, they will be managed as used vehicles, machinery and tyres.

Notes:

If the contamination is a result of deficiencies in the biosecurity management of the manufacturing/export supply chain, importers will be asked to provide evidence that management has been modified to effectively mitigate any further biosecurity contamination.

New vehicles, machinery and tyres from the USA require an MPI approved treatment for vehicles, machinery and tyres as per section 3.4 of the IHS, prior to shipment to New Zealand.

5.4.9 Fumigation/Heat treatment/ Decontamination

As described in Part 3 of the IHS, high risk categories of vehicles, machinery and tyres must be treated and inspected for the presence of contaminants (or treated by other MPI approved means) prior to receiving biosecurity clearance:

(1) **If treatment/decontamination has been carried out offshore:**

Vehicles, machinery and tyres should be appropriately secured (e.g. separated from untreated cargo, within an enclosed area, in a sea freight container or under an impervious cover) to prevent recontamination prior to shipping.

(2) **If treatment/decontamination has not been carried out offshore:**

If the IHS requires treatment then it must be carried out within 12 hours of discharge at the port of entry in New Zealand in a manner ensuring that any mobile organisms present do not escape during the treatment process.

If treatment is not carried out within 12 hours, then the container must stay sealed to prevent insect escape (including vents and any damaged areas) and treated with a knockdown insecticide to allow the required treatment to be carried out within the longer period of 48 hours from arrival.

Vehicles, machinery and tyres should also be appropriately secured to prevent insect escape (e.g. in a sealed sea freight container) immediately upon discharge and treated with a knockdown insecticide. The required treatment can then be carried out within 48 hours of arrival as well.

Notes:

Remember, a sample of uncontainerised tyres or containerised tyres devanned after fumigation will be inspected for the presence of contaminants within 4 hours of unloading at a transitional facility as per the IHS to ensure that the fumigation was successful.

(3) **Used wire ropes:**

Section 3.1.2 of the IHS states that used wire ropes attached to used agricultural, forestry and horticultural machinery must be heat-treated and inspected for the presence of contaminants (or treated by other MPI approved means.) prior to receiving biosecurity clearance.

Notes:

It is important that they are detached from vehicles and machinery for decontamination when required if they fail inspection, and may also require unrolling to inspect and remove contaminant debris.
It may be best to remove used wire ropes prior to shipping to New Zealand.

(4) **Vehicles and Machinery that may be required to be treated**

Some vehicles and machinery that don't require a mandatory treatment can be more likely to become a biosecurity risk due to their use, type, or environment. They are listed in section 3.5 of the IHS. Decisions on whether treatment is required will be made by MPI on a case-by-case basis depending on the risk.

MPI should be consulted prior to import if there are doubts over whether vehicles, machinery and tyres are a higher biosecurity risk and require a specific decontamination treatment.

Notes:

Some vehicles, machinery and tyres are especially large and complex and may require extensive dismantling in order to undertake specific biosecurity measures. MPI may be consulted in such cases to avoid unnecessary costs and the option of sending inspectors to overseas ports to supervise the implementation of such measures should be considered.

(5) **Used Vehicles and Machinery which do not require mandatory measures**

Used vehicles and machinery Vehicles that do not require mandatory measures or an MPI approved system still must arrive in New Zealand clean as defined in section 2.3 of the IHS.

Section 2.4(2) of the IHS outlines two options for what importers can do to allow MPI to verify that these used vehicles and machinery meet the requirements. The difference between the options is that vehicles and machinery which receive heat treatment or fumigation will not need to be provided for an inspection for concealed contaminants, such as a videoscope inspection.

If the inspection device confirms the presence of live or gross concealed contamination, then the vehicle or machinery will be directed for treatment. This may involve heat treatment or fumigation depending on the nature of the contamination. In some cases, localised removal or other measures may be employed.

5.4.10 Management of Risk Offshore

Notes:

Vehicles, machinery and tyres found to be contaminated (particularly with mobile organisms or gross biosecurity contamination), prior to importing to New Zealand, are **not to be shipped to New Zealand**. Discharge may be prohibited on arrival.

The standard now requires mandatory offshore cleaning or treatment for the following groups of vehicles:

- Used vehicles imported as break bulk from Japan,
- New and used vehicles and machinery shipped as sea freight from the USA from the 1st of September until the 30th of April,
- Used (including field tested) agricultural, horticultural and forestry machinery.

5.4.11 Offshore/Onshore MPI Approved Systems

Where available, MPI approved system options for vehicles and machinery for export to New Zealand may be undertaken prior to shipping from the final port of export, i.e. pre-shipment.

To reduce the likelihood of recontamination (such as during the Asian Gypsy Moth flight season), such activity should be completed not more than 10 days prior to shipping from the port of export otherwise vehicles and machinery will be subject to either a MPI pre-export inspection or a MPI pre-clearance inspection on arrival in New Zealand.

Alternatively, approved biosecurity interventions may be undertaken on arrival in New Zealand.

While vehicles and machinery cannot receive biosecurity clearance until they enter New Zealand, confirmation of cleanliness can be provided to MPI prior to shipping by approval of MPI systems and MPI-documented verification of assessment and audit or following implementation of MPI actions.

5.5 Performance Measurement of MPI Approved Systems

MPI approved systems are approved by a MPI CTO prior to being used. Approval will require trials, testing, validation or other such science/analytical -based means, to show that the system(s) can reliably clean vehicles, machinery and tyres to or below threshold levels (2.4 of the IHS) in order to meet the requirements of the IHS.

Note: The approval, audit, review, performance measurement processes and criteria for MPI approved systems, are available on the MPI website at <http://www.biosecurity.govt.nz/files/ihs/vehicles-all-application.pdf> as "MPI Approval and Review of Vehicle Clearance Systems".

5.5.1 References

The following documents are relevant to this guidance document. For dated references, the latest version of these publications applies:

- Biosecurity Act 1993
- Biosecurity (Costs) Regulations 2006
- MAF Import Risk Analysis – Vehicles and Machinery 2007
- MAF Standard MPI-STD-ABTRT: *Approved Biosecurity Treatments for Risk Goods Directed for Treatment* 2015
- MPI Standard MPI-STD-TFGEN: *General Transitional Facilities for Uncleared Goods* 2013
- MPI IHS VEHICLES-ALL: *Import Health Standard for Vehicles and Machinery* 2013
- MPI Approval and Review of Vehicle Clearance Systems V1.8 2013
- MAF Imported Vehicles and Machinery Segment Strategy 2009