

Development of Guidelines for Container Packer Operations Manual

Purpose of the guidelines

The purpose of a Container Packer Guidelines document is to provide summary level information that will support small container exporters, both existing and new, in the establishment of effective export business procedures. A key objective of the Guidelines is to list and describe the component steps and processes relevant to operating a grain (and processed products) container packing business.

These Guidelines in conjunction with the industry Code of Practice will support and enhance overall industry effectiveness as well as providing confidence to customers the Australian grain industry is committed to the provision of containerised grain and services subject to industry recommended practices.

Who is funding its development?

Grain Trade Australia (GTA) was successful in receiving funding from the Australian Government Department of Agriculture and Water Resources (DAWR) under its Package - Assisting Small Exporters.

A Technical Working Group has been formed to assist GTA develop the Guidelines. The first agreed milestone of an initial Project Plan has been documented and provided to DAWR.

What is the scope of the guidelines document?

DAWR and GTA have formally agreed the scope of the Project. This is:

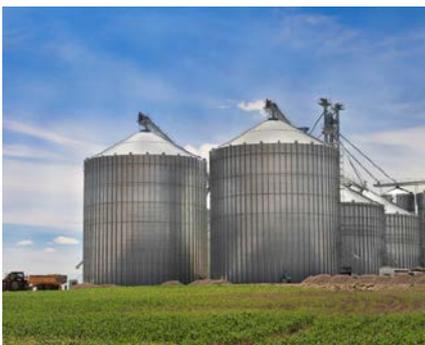
- The development a document (Guidelines for Development of a Container Packer Operations Manual) with the primary objective being to detail all the relevant activities required under each section of the Grain Industry Code of Practice.
- It is envisaged this Guidelines document will assist container packer exporters to develop a company specific Container Packer Operations Manual where required

Project structure

GTA have initiated this project on behalf of industry. GTA are responsible for project managing this task under the terms of agreement with DAWR and, as such will be intrinsically involved in the design and development throughout the Project.

A Project structure has been developed and Technical Experts have been appointed. The Structure is shown in table below.

Project Groups	Responsibility	Detailed Role
Project Sponsor	DAWR	Project Owner
Project Manager	GTA	Manage the project as per DAWR agreement
Technical Working Group	Industry experts	Responsible for the development and documentation of the relevant areas of the Guidelines document
Industry Advisory Working Group	Selected members of relevant GTA Committees and industry participants	Assist and critique the development of the Guidelines document



Technical working group

A small number of experts with grain industry experience have been contracted to compile and draft the Guidelines document. They were selected based on a range of criteria including, but not limited to:

- General Industry knowledge combined with specific knowledge of the container packer supply chain and operations.
- Ability to document requirements in the Guidelines document based on activities listed in the industry Code of Practice for the management of grain along the supply chain.
- Expertise in specific areas relevant to the Guidelines document.
- Expertise in development of food safety and quality assurance manuals

Industry advisory working group

The Industry Advisory Working Group will be selected from specific members of the relevant GTA Committees (Transport, Storage and Ports). This team of up to 6 people will be augmented through requests for volunteers with relevant skills and expertise to be seconded from people involved in the container packing industry.

Who benefits from the guidelines?

GTA is undertaking this project to further DAWR's objective of assisting small exporters of agricultural produce. All grain industry participants will have access to the completed Guidelines document and may utilise the document as relevant to their business activity.

What detail and level of detail will it include?

The Guidelines document will be at a level that will provide direction to a potential container packer/exporter of the relevant process and component areas an operator should consider as part of their business operations. Whilst the Guideline document will be comprehensive (and provide direction to other source material) each user will be responsible for review of the detailed steps for application to their own business and/or seek specialist advice prior to commencing operations.

What is the timeframe for its development?

The project has commenced and is due for completion by November 2016.

Can I get involved in the development of the guidelines?

Yes. Please contact GTA at admin@graintrade.org.au if you wish to have input into the development or comment on any aspect of the project.