

Food Business Registration Form (GFSI Grower)

Shire of Donnybrook Balingup Food Act 2008



Primary Producers and Processors of Leafy Vegetables / Melons in a GFSI recognised scheme*

* Business must demonstrate current Global Food Safety Initiative (GFSI) Recognised Scheme certification (eg. Freshcare, GlobalGap and SQF)

Part A: Food Business Details

Section 107(1) / 110(2)

Proprietor Name (Individual / Body Corporate / Trustee *):

* If food business is operating under a trust, please write the name of the person who is the trustee.

Address of Farm /
Processing Facility:

Locality:

Postcode:

Postal Address:

ABN:

Phone:

Mobile:

Email:

Primary Language Spoken:

Food Recall Contact

Full Name:

Phone:

Mobile:

Email:

Enclose the following records you have made under your GFSI Scheme

☒ Document Name & Examples of Records

☐ Address of farm/packing sites, Crop, Growing sites.

- Freshcare: M1 Scope
- GlobalGap: Annex 1.2-1.2, Information on production sites
- SQF: Part B, 7.1.1.2, Property location records

☐ Overview of primary production and processing steps for each crop.

- Freshcare: M1 Flowchart
- GlobalGap: AF1.1.2, Production and/or agronomic activities
- SQF: Part B, 2.4.3.6 Food safety plan flow diagram

☐ Map of all production and processing sites: boundaries, buildings/sheds, wastewater systems, growing sites, storage tanks, chemical/fuel storage, waste storage, soil amendment storage area, contaminated areas, etc.

- Freshcare: M1 Property Map
- GlobalGap: AF1.1.1, Site maps
- SQF: Site maps made under Part B, 7.1 Site requirements

☐ Current GFSI Recognised Scheme Certificate



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Declaration & Payment of Prescribed Fee

When lodging this form, please ensure that all required information and attachments have been provided. Failing to do so may result in delays to your application.

Please be aware that by submitting this application, you will be required to pay a **Prescribed Fee**. You will be contacted by the Shire for payment.

I, the person making this application, declare that:

- the information contained in this application is true and correct in every particular;
- the required GFSI Scheme records is enclosed (see Part A); and
- the prescribed fee is enclosed with this application (see Part B).

Name of person completing form / authorised contact*:

** In the case of a company, the signing officer must state their position in the company.*

Position of person completing form / authorised contact:

Signature: _____ Date: _____

Applicant Phone: _____

You can submit your completed form or contact the Shire via any of the following:



Online: Scan the QR code, or visit www.donnybrook-balingup.wa.gov.au

Email: shire@donnybrook.wa.gov.au

In Person: 1 Bentley St, Donnybrook, WA 6239 (Shire Administration Office)

Phone: (08) 9780 4200

The Shire Administration Office is open from 8:30am to 4:00pm, Monday to Friday (closed on Public Holidays and where otherwise stated – notices of office closures are available online)

The information gathered in this form will be used for purposes related to the administration of the Food Act 2008 (WA). In accordance with regulation 51 of the Food Regulations 2009 (WA), certain details (proprietor name, trading name and address details) may be made publicly available.

