

Southern Rocklobster Limited

Clean Green Program

Management Manual

For

Harvest Sector



Clean Green Management Manual

1. INTRODUCTION AND BACKGROUND

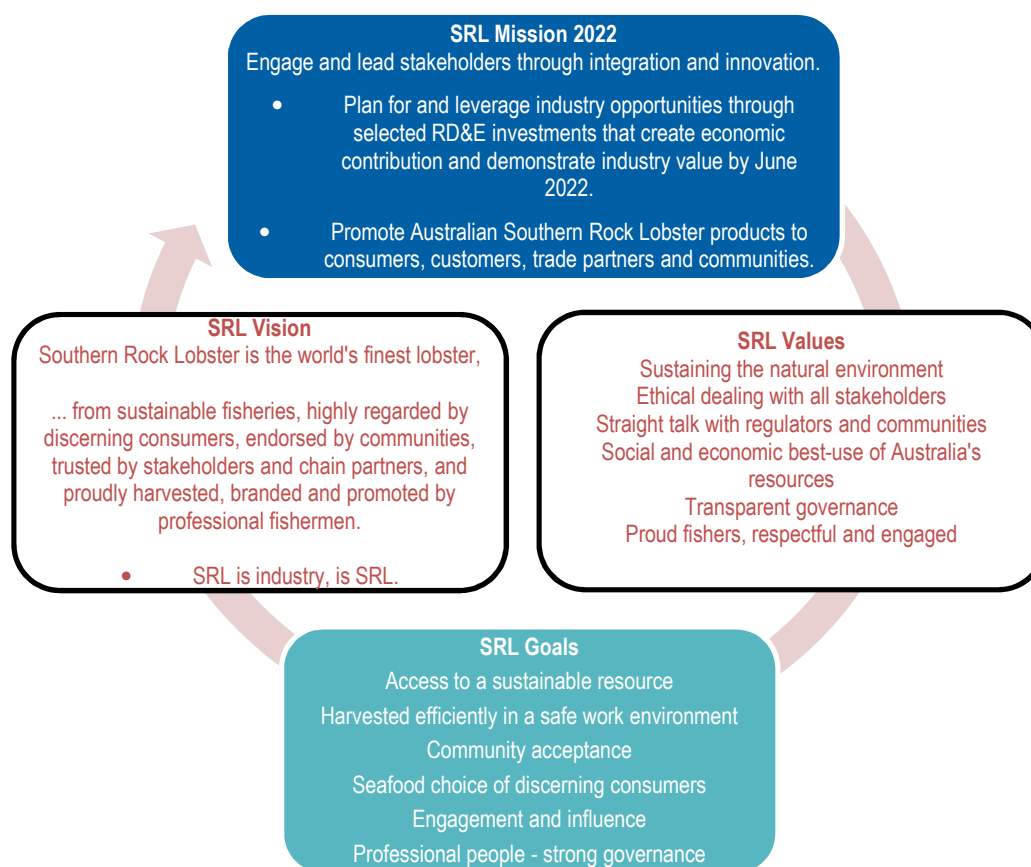
Southern Rocklobster Limited (SRL) is the National Peak Body for the Southern Rock Lobster industry which operates in the states of South Australia, Tasmania and Victoria. With the support of the three participating states, SRL has responsibility for development, implementation, management and administration of the Clean Green Program.

This Management Manual defines the system for managing and administering the Clean Green Program (CGP). The overarching control document is the Clean Green Standard which is supported by a number of other key documents to deliver the program. Importantly the program enables harmonisation in key areas of fishing and vessel operations across an industry that is otherwise managed at a state level (in three jurisdictions) each with its own legislative management regimes, e.g. Fishery Authorities, Environment Protection Agencies (EPA), WorkSafe Authorities and Food Safety Regulators. From a national level the industry needs to comply with the Australian Maritime Safety Authority (AMSA) legislative requirements regarding vessel survey and the National Standard for Commercial Vessels (NSCV) Part E Operations.

The program was a world first Rock Lobster supply chain management strategy when introduced in 2004 and is the industry vehicle to train and maintain the Southern Rock Lobster industry to world's best practice. The program has been developed as an integrated suite of standards for vessel safety management system (SMS), work health & safety (WH&S), environmental management, food quality & safety and environmental sustainability with independent 3rd party auditing of practices to accredit the individual operations of participants (vessel and skipper). The program was developed by lobster fishermen in response to serious challenges to work practices, environmental legislation and food safety issues confronting industry from the late 1990's.

2. Clean Green Policy Statement

Strategic Purpose and Intent of Southern Rock Lobster Limited



The Clean Green program is a central component to achieving the SRL Strategic Purpose and Intent and its 2022 Mission.

2.1. CLEAN GREEN POLICY

SRL are committed to an Australian Southern Rock Lobster sector that is a global supplier of premium live and fresh seafood and where a commitment to health, safety and environmental management are fundamental to the way that all participants in the CGP operate. To achieve this, the CGP will deliver training, support and oversight to:

1. Establish values to uphold a genuine commitment to ensuring the health and safety of all who operate under the realm of the program through safe vessel operations and safe work practices.
2. Provide leadership to minimise the impact on the environment from vessel operations and fishing practices.
3. Ensure practices that deliver a locally and internationally recognised high quality, safe premium product.

4. PROCEDURES

Receiving Accreditation:

There are established procedures to become a CGP participant through training, program materials, documentation / record keeping and then undertaking an audit process leading to accreditation. This is achieved by following the process of:

1. Skipper of vessel attending a two-day training course (often accompanied by a crew member);
2. Applying the On-Boat Induction Manual i.e. risk and hazard assessments, to ensure the application of the program addresses the specifics of each vessel / fishing operations;
3. Using the CGP log-book;
4. Undertaking an initial audit and providing all required documentation;
5. Addressing any Corrective Actions Requirements (CARs) from initial audit;
6. Affix the range of decals (stickers) that are required to be displayed on accredited vessels;
7. Undertaking a full surveillance audit with independent Conformance Assessment Body (CAB) / Auditor (currently SAI-Global);
8. Addressing any CARs from Surveillance Audit;
9. Accreditation Granted; and
10. Payment of annual CGP membership fee;
11. Continuing to be independently audited (by SRL appointed CAB) within a 5-year cycle.

The accreditation applies jointly to the vessel skipper and the vessel itself. If a skipper replaces a vessel or leaves to go and work for another owner his certification can transfer to the new vessel, provided:

- a) That vessel has previously been accredited in the program; or
- b) The new vessel is put through the an initial and then a surveillance audit process

Accreditation can be withdrawn when:

- a) The skipper does not make themselves available to submit to an audit within the five year cycle;
- b) Corrective Action Requests are not closed by the Auditor;
- c) Skipper is convicted of a serious breach of fisheries legislation and EPA or vessel operation legal requirements; or
- d) Annual subscriptions to the program are not paid.

Re-joining the Clean Green Program:

Where accreditation / participation in the CGP has been withdrawn, a vessel operator may apply to re-join provided they address any outstanding CARs and then undertake a full audit/assessment in the next annual auditing cycle.

5. SCOPE OF THE CLEAN GREEN PROGRAM

The overarching control document for the CGP is the Clean Green Product Standard which has been developed for the total supply chain (pot-to-plate), however it has predominately been adopted by the catching sector (to which this document applies). The program provides the support material, guidance and oversight to address a number of legislative requirements common to all Southern Rock Lobster fishing operations.

The program demonstrates the industry is well organised and mature enough to address its responsibilities and interests through an industry-developed, owned, self-managed and independently audited standard-based program in the key areas of:

- 1) Vessel SMS and On-Board WH&S - Specific to the managing the risks and hazards of Rock Lobster fishing vessel operations and workplace practices.
- 2) Food Safety & Quality – Implementing Good manufacturing Practice (GMP) to ensure a premium live, healthy product across the supply chain.
- 3) Animal Welfare – This is important in itself and also important from an economic perspective since live and healthy Rock Lobsters achieve a premium price and it is a predominately a live trade industry.
- 4) Environmental Management – Through responsible fishing practices negating and managing any potential impacts of fishing operations on the marine environment, including Threatened, Endangered and Protected Species (TEPS).
- 5) Sustainable Management - Ensuring the wild Rock Lobster stocks are managed for long term sustainability through ongoing compliance with the *Environment Protection and Biodiversity Conservation (EPBC) Act 1999*.

The first four points noted above place the responsibility completely on the skipper / vessel operator to conduct their vessel / fishing operations to comply with the CGP and demonstrate this following training through an initial audit and assessment followed by an independent / third party (full surveillance) assessment and auditing. Each of these points is specifically addressed across the two-day training program and has a measurable benchmark for the commitment and ‘attitude’ towards ensuring best practice vessel / fishing operations.

The fifth point; Sustainable Management, reviews and audits the processes and outcomes that ensure sustainability in the management of the fishery.

6. PROCESS MAP (FLOWCHART)

Refer Attachment 1

Clean Green Accreditation Workflow Process

7. QUALITY OBJECTIVES

The Quality Objectives of the Clean Green Program are:

Objective 1

Fit for Purpose:

A Clean Green program with training that is relevant to the Southern Rock Lobster Catching sector focusing on Best Practice for participants to minimise and / or eliminate all risks and hazards associated with their vessel and fishing operations.

Objective 2

Value from Participation

CGP participants identify the value from having a program that provides training and support material that enables them to meet all their vessel and workplace legislative safety requirements and also ensure they deliver a high quality product to their buyers.

Objective 3

Minimum Non-Conformances:

When independent auditing is undertaken, the participant has been appropriately trained, know how to apply the support material and produces all the required documentation to eliminate the need for Corrective Action Request (CARs) follow-ups.

Objective 4

Best Practice Recognition

Those fishing vessel operators that participate in the CGP are recognised by stakeholders and their wider community for setting and achieving high standards in:

- A. Safe vessel operations and work practices
- B. Ensuring a safe and quality product
- C. Responsible fishing practices.

8. ANNUAL MANAGEMENT CYCLE

Refer Attachment 2:

Clean Green Program Operating Schedule / July – June Annual Cycle

9. DOCUMENTATION

Clean Green program Documents:

- A. Clean Green Product Standard
- B. Clean Green Audit Protocol
- C. Clean Green Audit / Assessment Checklist
- D. Clean Green On-Boat Induction Manual (issued at training program)
- E. Clean Green Log-book (issued with On-Boat Induction Manual)
- F. Display appropriate vessel stickers

Additional Documentation

As well as the risk and hazard analysis being completed along with the check lists in the On-Boat induction Manual the supporting log-book must also be appropriately filled in and signed by the skipper and crew where inductions have been undertaken.

The Skipper also needs to provide the following documentation at the time of Audit:

- 1. Fishing License
- 2. Operator's certificate (Master 5 or Coxswain)
- 3. Marine Engines Drivers (MED) qualification
- 4. Vessel's Survey certificate
- 5. Clean Green certificate
- 6. First Aid certificate
- 7. Bait receipts
- 8. Evidence of minimal mortalities from lobster buyers
- 9. Evidence of approved oil disposal

Display Decals

Once the initial audit has been undertaken and passed the Vessel is required to display a set of CGP decals (for surveillance audit) supplied by SRL that include:

1. Clean Green Fishing Vessel Sticker
2. Manual handling and lifting sticker
3. Hearing protection sticker (entry to engine compartment)
4. Authorised access only sticker (entry to engine compartment)
5. Cautionary stickers on winch
6. Directional stickers on winch controls
7. Garbage disposal sticker supplied by AMSA (titled: *DON'T trash the ocean bring your garbage back*)