



# HGP Information Sheet

## SUPPLY OF HORMONAL GROWTH PROMOTANTS



Some countries, including the European Union (EU), require that exported beef and beef products exported are not treated with Hormonal Growth Promotants (HGPs).

To ensure Australia's international trade is not jeopardised, Australian law requires all suppliers of HGPs are authorised to supply these products.

This information sheet describes how suppliers can meet their legal obligations when supplying HGPs, and the requirements of purchasers in the supply process.

### BACKGROUND

Hormonal Growth Promotants (HGPs) are a group of veterinary drugs that improve feed conversion in cattle. The APVMA regulates the supply of HGPs in Australia under the National HGP Control and Monitoring System.

The National HGP Control and Monitoring System is governed by the legislation set out in Division 4.2 of the *Agricultural and Veterinary Chemicals Code Regulations 1995*. For instructions on the correct completion of the required records, see the information sheets, and templates on our website<sup>1</sup>.

### REQUIREMENTS FOR HGP SUPPLIERS

Suppliers include all parties within the supply chain for HGPs including importers, exporters, manufacturers, and retailers. Failure to comply may result in penalties or prosecution.

Australian suppliers of HGPs must:

- be authorised to supply HGP products through a valid notification number issued by the APVMA
- securely store HGPs to avoid theft or loss
- renew your HGP notification number each year before the due date
- obtain a fully completed **purchaser declaration form** immediately after supply

- submit **monthly returns** (including acquisitions, sales, exports, returns, and disposals) to the APVMA each month, and keep a copy of the records for two years
- if using the post office arrangement, you must obtain a request to supply, prior to supply, and obtain a completed **purchaser declaration form** immediately after supply
- ensure that if you are supplying an HGP to another supplier, they have a valid notification number.
- if supplying to a user, the user must have a Tail-Tag number or Property Identification Code (PIC).

### NOTIFICATION NUMBER EXPIRY

A notification number remains in force for a year and must be renewed before the expiry date.

If a notification number expires:

- it cannot be renewed and a new notification number must be issued
- the retailer can no longer retain or supply HGPs and therefore must return HGPs to the original supplier or to another supplier with a valid notification number. Failure to do so constitutes an offence
- the transfer of HGPs should be advised in a final monthly return from the holder of the expired notification number.



**Notification number holders** must ensure their renewal application and payment reaches the APVMA by the required date.

## PURCHASER DECLARATIONS

Under no circumstances can an HGP be supplied without receiving a fully completed purchaser declaration form. It is the supplier's responsibility to obtain a declaration and to ensure the person signing the declaration is authorised to do so.

In any instance where a supplier has concerns about the legitimacy of the purchaser, the APVMA or the local state/territory department responsible for agriculture should be contacted **before** the purchaser is supplied with the HGP product.

## POST OFFICE ARRANGEMENT (REGULATION 47C(2))

The post office arrangement allows remote property owners to have packaged and unopened HGPs delivered to their local post office or to a local retailer who does not trade in HGPs (and therefore does not possess a notification number).

It is a **requirement for suppliers** using the post office arrangement to obtain a request to supply from the **purchaser** before proceeding with supply.

Upon receipt of the HGPs, the purchaser must then send the original purchaser declaration to the supplier. It is the supplier's responsibility to ensure the copy

and the original purchaser declaration is available for inspection by the APVMA.

Under no circumstances may a product supplied under the post office arrangement be returned to a supplier that has not been assigned a notification number.

## SECURE STORAGE OF HGPS

The APVMA requires all suppliers keep HGP products in a secure area with limited access, such as a locked cabinet or coolroom to minimise the possibility of theft and to maintain the integrity of the National HGP Control and Monitoring System.

## DISPOSING OF EXPIRED OR UNWANTED HGPS

Date expired or surplus stock of HGPs may be returned to the manufacturer or supplied to another retailer with an assigned notification number.


A record in the monthly return of supply to another retailer, acquisition by a retailer or return to the manufacturer must be made. The manufacturer is to confirm disposal by documentation evidencing this. This documentation must include the name of the person disposing of the HGPs, the date, the product, the batch and the number of doses destroyed.

**This information is current at August 2019 and subject to revision. Please check our website to ensure you are viewing the most recent information.**



## CONTACTING THE APVMA

If you would like to find out more about the National HGP Control and Monitoring System please contact us.

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