



**Australian Government**  
**Australian Pesticides and  
Veterinary Medicines Authority**



# **APVMA Stakeholder Engagement Framework**

2020-23

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## 1 INTRODUCTION

The APVMA Stakeholder Engagement Framework outlines our engagement strategy for the 2020–23 period.

The framework sets out our strategic approach including:

- our engagement objectives and principles;
- methods of engagement;
- stakeholder overview;
- specific engagement activities for the 2020–23 period; and
- how we'll measure our performance against the framework's objectives.

## 2 ABOUT THE APVMA

The Australian Pesticides and Veterinary Medicines Authority (APVMA) is the independent statutory authority responsible for assessing and registering pesticides and veterinary medicines proposed for supply and use in Australia. Our functions are set out in Part 2, Section 7 of the *Agricultural and Veterinary Chemicals (Administration) Act 1992*.

We operate under an Intergovernmental Agreement between the Commonwealth and the states and territories. Under this agreement, we manage the regulatory services for the supply of safe and effective agricultural and veterinary chemicals in Australia. Our regulatory responsibility extends from registration and manufacturing through to the point of sale.

Compliance and monitoring powers in the *Agricultural and Veterinary Chemicals Code Act 1994* provide a mechanism for the APVMA to undertake post market surveillance and testing to ensure the continued safety and effectiveness of a registered product. State and territory governments are responsible for regulating and monitoring how chemicals are used.

Our registration process involves scientifically evaluating the safety and efficacy (effectiveness) of a product in order to protect the health and safety of people, animals, plants and the environment.

Chemicals regulated by the APVMA include:

- agricultural chemicals such as pesticides, herbicides, biocides, insecticides and seed treatments;
- veterinary chemicals such as medicines, antibiotics, hormonal treatments and some stockfeeds and pet foods; and
- other chemicals such as insect repellents, garden sprays and pool chemicals.

## 3 OUR CORPORATE STRATEGIES

The Stakeholder Engagement Framework is intended to support the APVMA to achieve its three corporate strategies outlined in the APVMA Corporate Plan 2019–20:

1. continue to be a world-class agvet chemical regulator;

2. deliver high-quality decision making that is timely, science-based and proportionate;
3. improve regulatory delivery and feedback systems.

## 4 OUR ENGAGEMENT OBJECTIVES

The following engagement objectives will guide our work with stakeholders and support the APVMA's corporate strategies:

1. work with our stakeholders to support Australia's national registration scheme and ensure the safety of people, animals and the environment;
2. effectively engage stakeholders in our decision-making process by consulting them in a transparent and timely manner;
3. facilitate stakeholder feedback through open and accessible lines of communication.

## 5 METHODS OF ENGAGEMENT

The APVMA has informal engagement with our stakeholders everyday through business as usual activities.

The table below outlines some of the specific ways we will engage with our stakeholders. Our engagement methods are tailored to the needs of our different stakeholder groups, and some methods will exist across more than one category. Our approach is based on the International Association for Public Participation (IAP2) Spectrum, which is recognised as the global standard for defining forms of engagement.

**Table 1: Methods of engagement**

Inform	Consult	Involve	Collaborate	Empower
Sharing knowledge and information about the APVMA, our work and regulatory activities	Seeking feedback and input from stakeholders about our work at every stage of the process	Working directly with stakeholders to ensure their issues and concerns are understood and considered	Partnering with stakeholders to develop mutually agreed outcomes and enhance our decision making process	Supporting our stakeholders to build networks, create opportunities and empower groups to lead to the development of initiatives
Contributions to digital and print publications	Chemical reviews	Advisory panels	Contributions to academic publications	APVMA graduate program and Indigenous Australian Government Development Program (IAGDP)
Correspondence	Face to face meetings	Consultative forums	Cross-consultation with international counterparts and other specialist government agencies	Developing regulatory science curriculums
Fact sheets	Industry events	Focus groups	Global joint reviews	Integration of stakeholders into specific committees
Guest lectures and speaking engagements	Information sessions	Internships for science graduates	International forums and working groups	Participation in Australia-wide regulatory science education initiatives and events
Social media	Meetings	Public meetings	Peer review	
Tailored e-newsletters	Online surveys	Web forums and webinars	Regulatory assessments with other international authorities	
Tailored guidance materials	Public consultations	Workshops		
Targeted information campaigns	Working groups			
Website				

## 6 OUR STAKEHOLDERS

The following list provides an overview of the wide range of stakeholders we engage with on a regular basis.

Table 2: Our stakeholders

Stakeholder group	Group members
Agvet industry, individual companies and representative bodies	<ul style="list-style-type: none"> <li>Agricultural retailers (who sell direct to farmers, custom applicators, etc)</li> <li>Agronomists</li> <li>Distributors or suppliers</li> <li>Licence holders</li> <li>Manufacturers</li> <li>Nominated agents</li> <li>Peak bodies</li> <li>Professional associations</li> <li>Registrants</li> <li>Regulatory consultants</li> <li>Small business groups</li> </ul>
Government and regulatory partners	<ul style="list-style-type: none"> <li>Australian National Audit Office (ANAO)</li> <li>Department of Agriculture</li> <li>Department of Health</li> <li>Department of the Prime Minister and Cabinet</li> <li>Federal regulators, such as the Therapeutic Goods Administration and Food Standards Australia and New Zealand</li> <li>Institute of Health and Welfare</li> <li>International regulatory bodies</li> <li>Local government</li> <li>State and territory regulators</li> </ul>
Professional, agricultural, and primary producers and representative bodies	<ul style="list-style-type: none"> <li>Commodity organisations</li> <li>End user representative bodies</li> <li>End users (land managers such as councils, vets, pet owners and gardeners)</li> <li>Grower and farmer groups</li> <li>Individual farmers</li> </ul>
Scientific community	<ul style="list-style-type: none"> <li>Professional scientific societies</li> <li>Technical experts</li> <li>Research organisations</li> </ul>

Stakeholder group	Group members
Community and consumers	Australian public Community groups Consumer groups End users of agvet chemicals Media Non-government organisations (NGOs) Retailers and suppliers

## 7 OUR ENGAGEMENT PRINCIPLES

Consultation with our stakeholders has revealed that a number of key principles are essential to successful engagement. These principles will underpin our engagement to ensure we remain focused in achieving our objectives. The principles are:

- providing access to enable individuals, organisations and industries/sectors to engage with us about their issues or concerns;
- supporting stakeholders with collaborative and transparent methods for engagement that are focused on outcomes with a clear purpose and scope;
- issuing timely, clear communication about pending decisions and consultations to enable opportunities for feedback;
- sharing outcomes from engagement, including feedback about decisions;
- ensuring our process to engage stakeholders is accessible and inclusive, to enable participation and awareness through a range of channels and methods;
- giving our stakeholders access to information to enable better stakeholder awareness and contributions; and,
- implementing timely and efficient approaches to accommodate stakeholder time commitments.

## 8 HOW WE WILL ENGAGE WITH OUR STAKEHOLDERS

The [APVMA Stakeholder Engagement Activities](#) document outlines our intended stakeholder engagement activities for the 2019–20 period. These activities are in addition to our ongoing regular engagement and will be updated annually throughout 2020–23.

## 9 MONITORING FRAMEWORK PERFORMANCE

We conduct a client and stakeholder survey each year to provide stakeholders with the opportunity to submit feedback about their satisfaction with our level of engagement. The results of the survey help us assess the effectiveness of the framework and alignment with our engagement objectives, and identify ways we can revise our stakeholder engagement processes.

Performance outcomes from the framework will also be measured against the operational and performance measures listed in our *Operational Plan, Corporate Plan* and *Regulator Performance Framework*.

Stakeholders can also continue to submit their feedback about the APVMA's level of engagement via the [feedback form](#) on our online services portal or via our general enquiries line.

Performance report against the framework will be reported to the APVMA Science Quality Committee (SQC) every six months for review, to ensure its strategic objectives are being achieved in line with any stakeholder feedback received.

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