



HOW-TO GUIDE

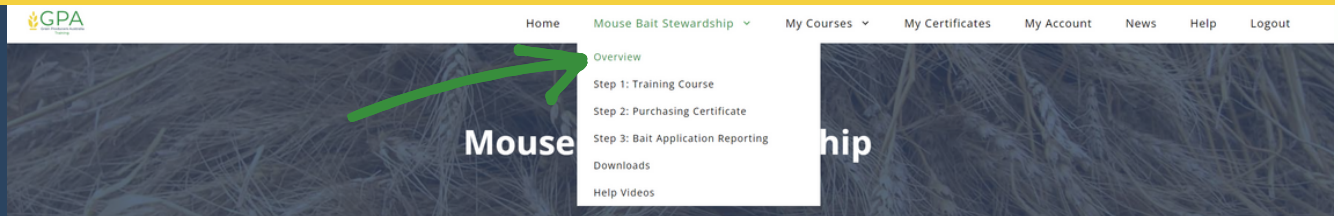
Mouse Bait Stewardship

The Australian Pesticides and Veterinary Medicines Authority (APVMA) has issued a permit to Grain Producers Australia (GPA) for the supply of certain mouse baits containing 50 g/kg zinc phosphide (Permit PER90799).

As part of the new permit requirements, new digital stewardship training and reporting have been introduced, in order to support best-practice application of ZP50 mouse bait products and to enhance grains industry productivity and sustainability.

OVERVIEW

MOUSE BAIT STEWARDSHIP



STEP 01

MOUSE BAIT STEWARDSHIP COURSE

Any person who wants to purchase the mouse bait covered by the permit is required to complete the Mouse Bait Stewardship course.

STEP 02

PURCHASING CERTIFICATE

Enter your State-based S7 Chemical Authorisation certificate information and Pre-Purchase Reporting information. A retailer is required to check that you have completed the training and completed your pre-purchase data reporting.

STEP 03

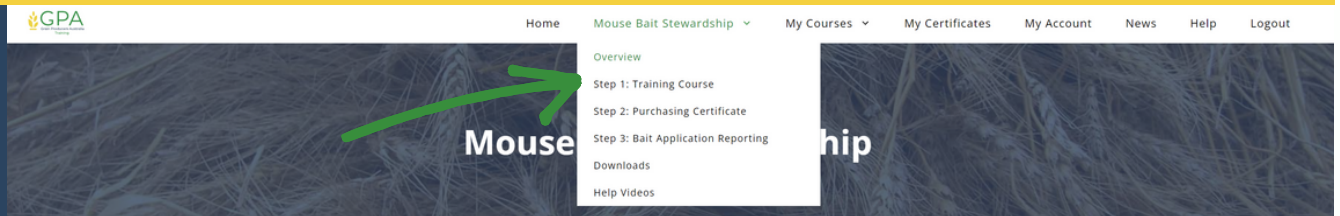
APPLICATION REPORTING

Under permit PER90799, you are required to report certain information about **every** application. After you have applied the bait, return to the GPATraining site to complete your Mouse Bait Application report.

Once you submit the report, we will take care of reporting it to the APVMA on your behalf.

STEP 1

COMPLETE THE MOUSE BAIT STEWARDSHIP COURSE



Any person who wants to purchase the mouse bait covered by the permit is required to complete the Mouse Bait Stewardship course.

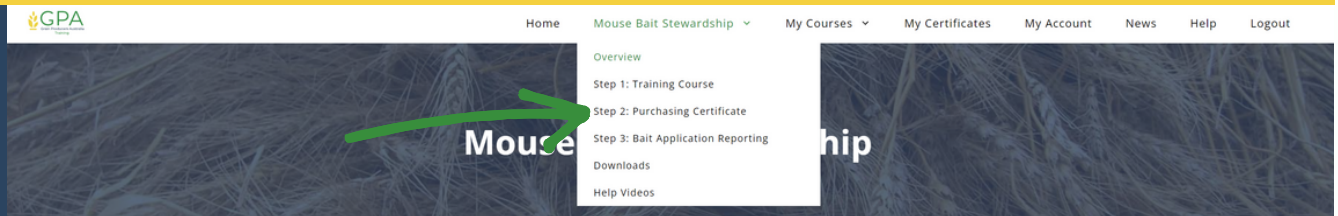
This can be accessed from the Mouse Bait Stewardship menu or from the "My Courses" page.

KEY CONCEPTS

- Introduction to Mouse Bait Stewardship
- Expert Overview
- Using Mouse Bait
- Mouse Bait Storage and Disposal
- Mouse Bait Safety Considerations
- Mouse Bait Usage Records

STEP 2

GET YOUR PURCHASING CERTIFICATE



Before you can purchase bait under permit PER90799, you will need to provide:

- Information about your State Training Authorisation (ACUP, ChemCard, AQF3, or equivalent)
- Information about your planned bait application(s).

Step A: S7 Chemical Authorisation

Authorisation Number (required)

Enter your State Required Training ID (ACUP number; ChemCard; AQF3, or equivalent)

Expiry Date (required)

Enter your training expiry date:

Please enter or verify your authorisation information

The name of your chemical authorisation will vary from State to State. Some of the terms used to describe it are:

- ✓ ACUP number
- ✓ ChemCard
- ✓ ChemCert
- ✓ AQF3 number (AHCCHM 307 & AHCCHM 304)
- ✓ Chemical Accreditation Training (AHCCHM 307 & AHCCHM 304)

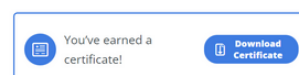
Step B: Purchase Requirements

Click on "Edit Entry" to update the status of this requirement. Choosing a status of "Purchased" or "Not Needed" will remove the entry from your purchase certificate. You can see all of your past entries by [clicking here](#).

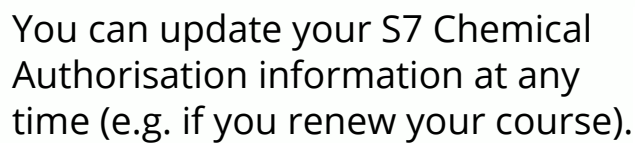
Product(s) Required	Amount	Start Date	End Date	Edit Entry
<ul style="list-style-type: none">• SureFire 50 Zinc Phosphide Mouse Bait Pellets• SureFire 50 Zinc Phosphide Mouse Bait	345	28/12/2022	29/12/2022	Edit Entry
Product(s) Required	Amount	Start Date	End Date	Edit Entry

Step C: Get Your Certificate

Click below to get your Mouse Bait Purchase certificate



PURCHASING CERTIFICATE



Authorisation Number *(required)*

Enter your State Required Training ID (ACUP number; ChemCard; AQF3; or equivalent)

Expiry Date *(required)*

Enter your training expiry date.

Submit

Please enter or verify your authorisation information

The name of your chemical authorisation will vary from State to State. Some of the terms used to describe it are:

- ✓ ACUP number
- ✓ ChemCard
- ✓ ChemCert
- ✓ AQF3 number (AHCCHM 307 & AHCCHM 304)
- ✓ Chemical Accreditation Training (AHCCHM 307 & AHCCHM 304)

From here, you can edit your entry and mark the bait as purchased.

[Add New](#) [See All Entries](#)

Click on "Edit Entry" to update the status of this requirement. Choosing a status of "Purchased" or "Not Needed" will remove the entry from your purchase certificate. You can see all of your past entries by [clicking here](#).

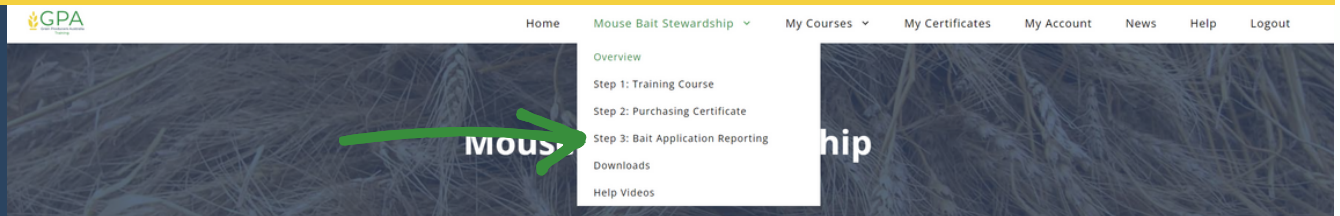
Products(s) Required	Amount	Start Date	End Date	Edit Entry
<ul style="list-style-type: none">• SureFire 50 Zinc Phosphide Mouse Bait Pellets• SureFire 50 Zinc Phosphide Mouse Bait	345	28/12/2022	29/12/2022	Edit Entry
Products(s) Required	Amount	Start Date	End Date	Edit Entry

Purchased and Not Needed events will not be printed onto your purchase certificate.

To get started, visit us at gpatraining.com.au

STEP 3

BAIT APPLICATION REPORTING

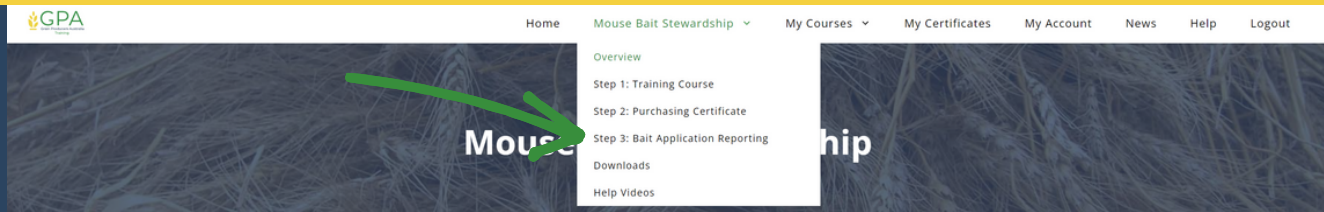


Information must be recorded for every bait application. If you start a report but can't finish it, the information will be saved so it can be updated after the bait application has taken place.

A screenshot of the 'S7 Bait Application Reporting' form. The form is titled 'S7 Bait Application Reporting' in a bold, dark blue font. Below the title, there are several sections, each with a label in bold and '(Required)' in red. The first section is 'Farm Entity', with a description 'Name of the farm entity where the mouse bait was applied (farm name, not contractor business name)' and a text input field. The second section is 'Postcode', with a description 'Postcode where bait will be applied' and a text input field. Below the postcode field, it says '0 of 4 max characters'. The third section is 'Planned Application Date', with a date picker showing 'dd/mm/yyyy' and a calendar icon. The fourth section is 'Ground Cover', with a description 'Choose one' and four radio button options: 'Bare', '10% Stubble', '50% Stubble', and '100% Stubble'. The fifth section is 'Estimate of Mouse Population', with a description 'Choose one or choose "Other" and enter % of cards chewed' and three radio button options: '1 mouse hole per 100 Sqm', '5 mouse holes per 100 Sqm', and 'More than 5 mouse holes per 100 Sqm'. There is also an 'Other' label with a text input field. The form is set against a light gray background with a subtle mountain silhouette at the bottom.

UPDATES

BAIT APPLICATION REPORTING



When you enter a bait application report, it will be saved as "In Progress." After the baiting event, you will need to update your bait application report.

Start by finding the event under In Progress reports and clicking on "Edit Report"

In Progress Mouse Bait Application Reports

[Go to Completed Reports](#)

[Go to Cancelled Reports](#)

Click on **Edit Report** to update and submit your post-application report.

Farm Entity	Postcode	Planned Application Date	Edit Report
Test Locking	1234	27/12/2022	Edit Report
Bowmans farm	5461	10/12/2022	Edit Report
Farm Entity	Postcode	Planned Application Date	Edit Report

Then, complete the report and mark the status as "Reporting Completed."

If the planned bait application was cancelled, you can record that by changing the status to "Planned Application Cancelled"

Once you click on update, your report will be saved, ready to be automatically sent to the APVMA.

Edit Entry

Farm Entity (Required)
Name of the farm entity where the mouse bait was applied (farm name, not contractor business name)

Postcode (Required)
Postcode where bait will be applied

4 of 4 max characters

Planned Application Date (Required)

Ground Cover (Required)
Choose one
☒ Bare
☐ 10% Subble
☐ 50% Subble
☐ 100% Subble

Estimate of Mouse Population (Required)
Choose one or choose "Other" and enter % of cards chewed
☒ 1 mouse hole per 100 Sgm
☐ 5 mouse holes per 100 Sgm
☐ More than 5 mouse holes per 100 Sgm
☐ Other

Food Source Acknowledgement (Required)
All alternative food sources have been eliminated as far as practicable
☒ Yes

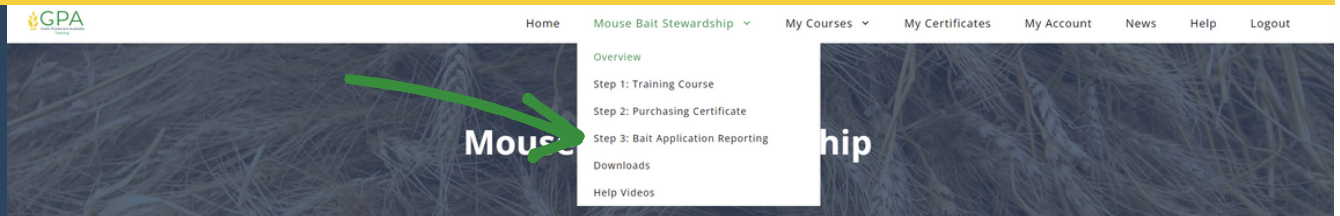
Wildlife Acknowledgement (Required)
The area has been checked for off target wildlife presence prior to application of bait product
☒ Yes

Status
Your report should be "In Progress" until you have entered the post-application information or cancelled the planned baiting event.

Reporting Status
When reporting for this event is complete, choose "Report Completed" if your planned application has been cancelled, you can remove it from your "In Progress" list by choosing "Planned Application Cancelled". Completed and Cancelled events will be saved and you can still access them.
☒ Reporting In Progress
☐ Reporting Completed
☐ Planned Application Cancelled

UPDATES

BAIT APPLICATION REPORTING



On the Bait Application Reporting page, you can see all of your reports, grouped by their reporting status:

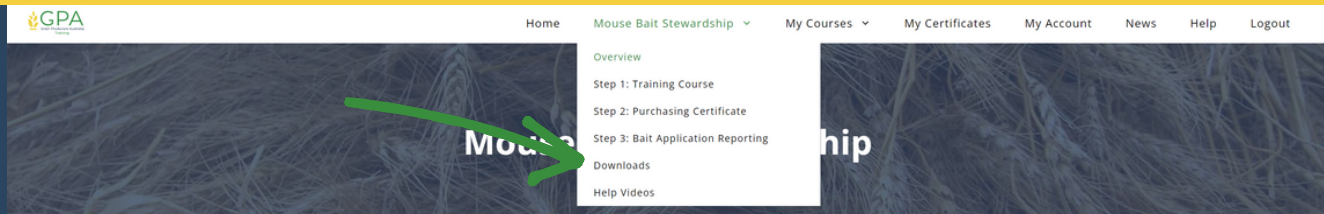
- In Progress
- Completed
- Cancelled

If needed, you can update any reports by clicking on "Edit Report"

A screenshot of the 'Mouse Bait Application Reporting' page. The page has a dark header with the title 'Mouse Bait Application Reporting'. Below the header are three buttons: 'New Report', 'In Progress Reports', and 'Completed Reports'. The main content area is divided into four sections: 'New Mouse Bait Application Report', 'In Progress Mouse Bait Application Reports', 'Completed Mouse Bait Application Reports', and 'Cancelled Mouse Bait Application Reports'. Each section has a table with columns for 'Farm Entity', 'Postcode', and 'Planned Application Date'. The 'In Progress' and 'Completed' sections have a 'No completed reports found' message. The 'Cancelled' section has a 'No cancelled applications found' message. At the bottom of the page is a footer with copyright information, privacy policy, and terms & conditions.

OTHER

DOWNLOADS PAGE



On the Mouse Bait Stewardship Downloads page, you can download a copy of this how-to guide plus:

- A Reporting Worksheets document, for people who prefer to write the information on paper and then enter it into the GPA Training portal in one go.
- A copy of all your pre-purchase reports. These are downloaded to your computer as a csv file, which can be opened with any spreadsheet software (e.g. Microsoft Excel)
- A copy of all your bait application reports. These are downloaded to your computer as a csv file, which can be opened with any spreadsheet software (e.g. Microsoft Excel)

How-To Guide and Reporting Worksheets

How-To Guide
Download this how-to guide for help in using the reporting portal.
[Download Guide](#)

Reporting Worksheets
If you are more comfortable with writing data on paper, you can download this file, print it out, and write in your reporting data.
Then, when you are ready, you can come back into GPA Training to enter the information, so it is reported to APVMA as required.
[Download Worksheets](#)

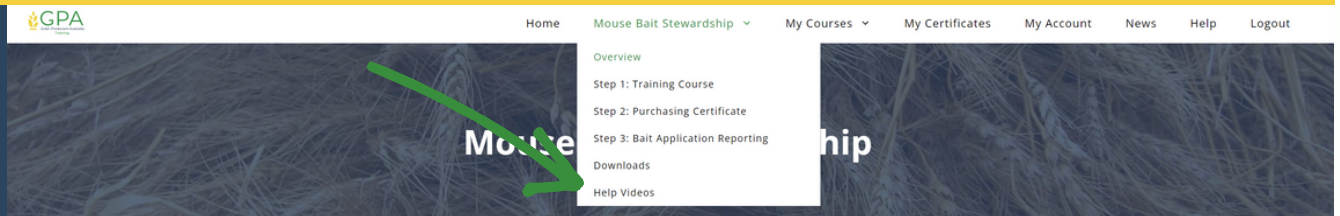
Reporting Data

Pre-Purchase Reports
Download all of your pre-purchase reporting by clicking the button below.
[Download Data](#)

Application Reports
Download all of your application reporting by clicking the button below.
[Download Data](#)

OTHER

HELP VIDEOS



As questions about how to use the system come in from users, if we think that others might have the same question, we will do a quick video tutorial and post it on the Help Videos page.

When we do this, we will always use a test account so that your information stays confidential.

