

Importing Biosecurity Material to Griffith University

Step 1: Determine if an import permit is required

- Check if an import permit is required by searching the Department of Agriculture, Water & the Environment (DAWE), Biosecurity Import Conditions Database ([BICON](#)).
- If you are unable to find the material you would like to import contact the Griffith University Biosafety advisors for advice at ubc@griffith.edu.au.
- Read the import conditions that apply to the material and ensure they can be complied with. If the material must go to an approved arrangement, ensure one is available at Griffith University.
- [BICON resources](#) and [help guides](#) are available.

Step 2: Register for a BICON Account

- Email ubc@griffith.edu.au requesting to join the Griffith University BICON multiuser account.
- Within 1–2 business days users will receive an email containing instructions on how to create a BICON account.

Step 3: Apply for an Import Permit

- Log into [BICON](#) and apply for a permit.
- A guide on applying for a permit using BICON is available on the Griffith University Health and Safety website on the Biosafety, Chemicals & Radiation page.
- Permit applications normally take 12–14 weeks to be processed so plan well in advance to allow sufficient time for the application to be assessed before the material is required.
- Biosecurity material imported without an import permit will be destroyed at the Australian border or sent back to the country of origin. Permits cannot be applied for retrospectively.