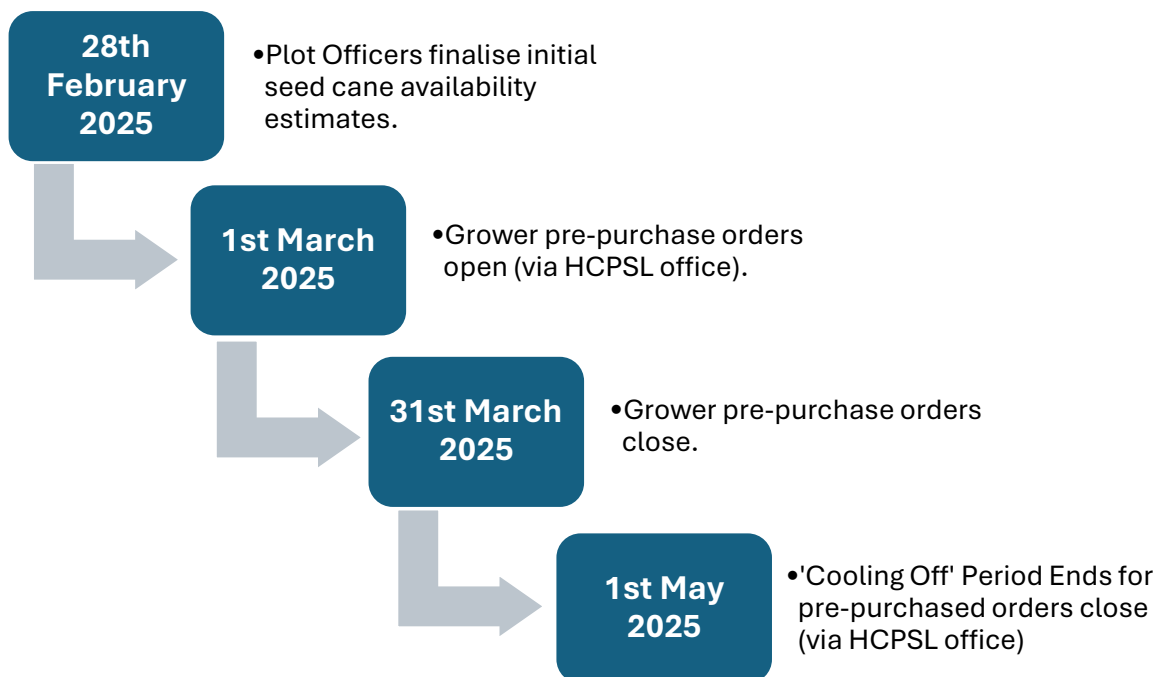


IMPORTANT INFORMATION

Ordering and Collecting Approved Seed in 2025

Approved Seed Pre-purchase Ordering System (NEW)

HCPSL is trialling a new ordering system in 2025. The new pre-purchase ordering system aims to improve the way we allocate pre-season orders. The diagram below explains the steps and timeline involved for pre-purchase orders in 2025.



How to Pre-purchase Approved Seed

Between the **1st – 31st March 2025** growers can pre-purchase their approved seed orders by visiting the HCPSL office and completing a pre-purchase order form. Growers will need to specify the variety, quantity and from which plot they wish to collect their seed cane. Growers will also be required to allocate a farm number and sign their pre-purchase order form.

HCPSL will not accept orders over the phone, however a third party may be authorised to act on a growers behalf provided they can verify authorisation via a signed letter of authority.

Unless due to unforeseen circumstances, HCPSL will not be re-adjusting approved seed allocations as we have been doing in previous years. We strongly encourage growers wanting to pre-purchase their order to get in early to secure the varieties and quantities they want.

How to Cancel Pre-purchased Approved Seed (Cooling Off Period)

Growers wishing to cancel a pre-purchase order during the cooling off period can do so by visiting the HCPSL office **before the 1st of May 2025** and completing the cancellation form. From the 1st of May growers will no longer be able to cancel their pre-purchased orders. They can however on-sell their order to another grower.

Cancellation of Orders Due to Exceptional Circumstances

Once the cooling off period has past, pre-purchase orders cannot be cancelled by the grower. If however HCPSL determines that, for whatever reason, seed cane in a specific plot can no longer be distributed to growers all associated pre-purchased orders will become null and void. It must be noted that only HCPSL can make this decision after the cooling off period ends.

What if a Grower Wants to Collect Their Pre-purchase Order from Another Plot?

A pre-purchase order will be allocated to an individual plot. Once a variety from an individual plot is 100% allocated it will no longer be available. If a variety is available from an alternate plot and the grower wishes to change their order they must...

Before the 31st March

Complete a pre-purchase order cancellation form and fill out a new pre-purchase order form.

After 31st March and before 1st May

Complete a pre-purchase order cancellation form and make arrangements for collection at the alternate plot with the relevant Plot Officer.

On or after the 1st May

Find another grower to on-sell their initial pre-purchase order to and make arrangements for collection at the alternate plot with the relevant Plot Officer.

Please Note: If a grower fails to find another grower to take over their initial pre-purchase order they will be charged for that order as well.

Minimum & Maximum Pre-purchase Orders

Variety	SRA40 (<i>new variety</i>)		All Other Available Varieties	
	Minimum	Maximum	Minimum	Maximum
Whole stalk	no minimum	1 tonne	no minimum	10 tonnes
Billet	2 tonnes	4 tonnes	2 tonnes	10 tonnes

Note: Minimum and maximum orders are per ABN (not farm number) and subject to availability.

Why Must Growers Visit the HCPSL Office to Pre-purchase or Cancel Orders?

HCPSL is trialling a new approved seed ordering database, similar in some ways to the hot water treatment booking system. To ensure it is always up to date, the database will operate from a central location at the HCPSL office.

It is crucial that grower pre-purchase orders are completed correctly, and that they are submitted and entered into the new database as soon as they are received and before plots open. We also require growers to sign off before an order is official to ensure they agree that the information provided is correct.

Please Note: While HCPSL will make every effort to fulfil all pre-purchase order commitments it reserves the right to reduce pre-purchase order quantities if seed cane estimates are lowered than initially expected.

Collecting Approved Seed Cane

Depending on conditions, HCPSL approved seed plots will likely start opening open in early May. Each plot will have an assigned Plot Officer, their names and phone number are listed below with the 2025 Approved Seed Plot details. Collection of approved seed cane is by appointment only (Mon-Fri). Growers **MUST** contact the relevant Plot Officer **at least 48hrs prior** to the date they wish to collect seed cane.

While HCPSL aims to produce good quality approved seed cane, we recommend that growers inspect their pre-purchased seed cane material for themselves before the end of the cooling off period. To make arrangements for an inspection please contact the relevant Plot Officer. Refusal to collect pre-purchased orders on or after the 1st of May will result in the grower being charged, regardless of its condition, unless they can on-sell their order.

Billets

Only HCPSL approved harvesters will be allowed into approved seed distribution plots. In most cases there will be a harvester allocated to each plot. Growers **must provide at least 48hrs notice** to the relevant Plot Officer before collecting seed cane to assist with harvester co-ordination.

Whole Stalk

Due to the lack of suitable seasonal workers, and the increase in workload associated with the provision of billet based approved seed, HCPSL is no longer providing a whole stalk cutting service for growers.

Instead, HCPSL will allow **approved** grower owned and operated whole stalk cutters and trailers into most plots. The entry and operation of approved whole stalk cutters must be at the direction of the relevant Plot Officer. Growers are also welcome to cut approved seed by hand if they wish.

Whole stalk Cutters and Cane Trailers

Whole Stalk Cutters

All cane cutting equipment, including whole stalk cutters **MUST** meet the HCPSL biosecurity and OHS operating standards before entering and operating in an approved seed plot. Further information relating to the standards for safe operation of a whole stalk cutter can be found on the HCPSL website or can be provided upon request.

Cane Trailers

Cane trailers **MUST** also meet OHS standards. These standards include but are not limited to...

- The A frame is covered with a mesh or similar material that is securely attached and prevents the user from stepping or falling through to the ground.
- Running boards are undamaged and securely attached.
- The tow point, undercarriage, wheels, tyres, and frame are all in sound condition.

Please Note: Failure to meet any of these standards will result in refusal of entry to a HCPSL approved seed plot.

Fees & Payments

Approved seed cane	Plant: \$80/t (ex. GST)
(whole stalk and billet)	Ratoon: \$70/t (ex. GST)

Equipment

Billet harvester

Weekdays \$50/t (ex. GST)

Weekends & public holidays (if available) \$60/t (ex. GST)

Whole stalk cutter N/A (grower to arrange at own cost)

Payment

Payments for pre-purchase orders, in season collection of approved seed cane, and cutting of billets will be made using the Wilmar cane payment system. Once a grower has collected approved seed cane, or if they fail to find another grower to take over their pre-purchase order after on or after the 1st May, they will be charged accordingly.

Cane Delivery Service

Hinchinbrook Towing offers an independent cane trailer and billet transport service. Growers can contact Don directly at Hinchinbrook Towing Services on 0400 702 113 if they wish to use this service. Growers will be charged directly by Hinchinbrook Towing Service (not HCPSL).

Before Entering A HCPSL Approved Seed Distribution Plot

Growers and their employees who enter HCPSL approved seed plots **MUST** comply with OHS procedures and protocols provided in the HCPSL Seed Plot Induction Form, the Whole Stalk Plant Cutter - Safe Work Instructions form, and as directed by the HCPSL staff member or agent attending the plot.

Before entering a plot please ensure the following PPE is worn :

- Work boots
- Long-sleeve shirt and long pants (preferably hi vis)
- A hat or cap
- Safety glasses
- Gloves (hand cutting)

Growers should ensure they (and their employees) have familiarised themselves and can comply with the HCPSL Seed Plot Induction Form and Whole Stalk Plant Cutter - Safe Work Instructions form (if relevant) before arriving at the plot. These documents are available on the HCPSL website and from the HCPSL office upon request. The induction form has also been included at the end of this document,

A site induction will also be provided by the HCPSL staff member or agent attending the plot to ensure growers and their employees are aware of OHS requirements and to provide clear directions on the day.

Any grower or grower employee who fails to comply with OHS procedures and protocols will be asked to leave the plot and only return when they can comply with the OHS requirements.

Orders for 2026 Tissue Cultured Seedlings

HCPSL is now taking orders for tissue cultured seedlings for the 2026 planting season.

Orders must be completed and submitted by **30th June 2025** for the early pick up (June 2026) and/or by **31st October 2025** for the later pick up (September 2026).

Order forms will be available from the HCPSL office.

For more information on anything contained in this letter contact HCPSL on (07) 47761808.



***Disclaimer:** While every care is taken to ensure the accuracy of the information in this document, HCPSL makes no representation or warranties about its accuracy, reliability, completeness, or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the information being inaccurate or incomplete in any way for any reason.*

2025 Approved Seed Plots	
Macknade (HCPSL Wilmar)	Address – HCPSL Macknade Mill Farm Plant – Q200, SRA26, SRA28, SRA36, SRA6 1 st Ratoon – Q253, Q232, SRA28, Q208, SRA6 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Adam 0417 610 446
Stone River (HCPSL Wilmar)	Address – HCPSL Stone River Farm Plant – SRA26, Q240, Q253, Q232, Q200, SRA36, SRA40, SRA6, Q208 1 st Ratoon – MQ239, Q208, Q226, Q232, Q240, SRA6, SRA28, SRA36 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Alwyn 0417 622 129
Central (HCPSL Pietrobon)	Address – HCPSL Central Farm, Hamleigh Road 1 st Ratoon – Q253, Q232, SRA28, Q240, SRA36, SRA40, SRA26, SRA6, Q200, Q208. Small amounts of some minor varieties are also available in this plot, for more information please contact the plot officer. Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Jarrod 0499 034 968
Ingham Line (Bonassi)	Address – Bruce Highway, Bambaroo 1 st Ratoon – Q208, Q232, Q253, SRA26, SRA28, SRA36 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Graeme 0428 76 1808
Ingham Line (Russo)	Address – Yuruga Road Plant – Q208, SRA36, Q232, SRA40 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Graeme 0428 76 1808
Ingham Line (QCAR Zatta)	Address – Bambaroo Road Plant – Q253, Q183, SRA26, SRA28 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Graeme 0428 76 1808
Ingham Line (Zatta)	Address – Bambaroo Road 1 st Ratoon – Q183, Q208, Q232, Q240, Q253, SRA26, SRA28, SRA36 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Graeme 0428 76 1808
Abergowrie (Crisafulli)	Address – Tobruk Road 1 st Ratoon - Q208, Q240, Q253, SRA6, SRA26, SRA28, SRA36 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Richard 0400 544 301
Abergowrie (Wardell)	Address – Abergowrie Road 1 st Ratoon – Q200, Q208, Q232, Q253, SRA6, SRA26, SRA28, SRA31, SRA36 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Richard 0400 544 301
Abergowrie (Erkkila)	Address – Abergowrie Road Plant – Q253, Q240, SRA28, SRA6, SRA26, SRA36 Plot Open – Monday - Friday (<i>By Appointment Only</i>) Plot Officer – Richard 0400 544 301

IMPORTANT NOTICE ABOUT WHOLESTALK CUTTERS: HCPSL no longer provides a whole stalk cutting service. Grower operated whole stalk cutters will be allowed into most plots but only after inspection by HCPSL. Whole stalk cutters and cane trailers must meet HCPSL biosecurity and OHS standards. Failure to meet these standards will result in refusal of entry. Please consult your relevant plot officer well in advance to ensure your equipment meets the required standards.

Seed Plot Induction Form

(For All Visitors)

ITEM	Inductor Initial
<p>Sign In and Escort</p> <ul style="list-style-type: none"> <input type="checkbox"/> Visitor must sign in or provide notice prior to entering plot <input type="checkbox"/> Visitors must be under direction of a HCPSL staff member or agent at all times on site 	
<p>Site Safety</p> <p>Visitors must:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Visitors must be in a state fit for work, having had adequate rest and be free of alcohol and drugs. <input type="checkbox"/> Visitors must observe and follow all reasonable directions and requirements as specified by the plot manager during their time at the plot. <input type="checkbox"/> Visitors must comply with all HCPSL health and safety procedures applicable to the plot as advised by the Inductor. <input type="checkbox"/> Visitors must wear the following PPE (not provided by HCPSL) to conduct work on HCPSL plot: <ul style="list-style-type: none"> a. Long sleeved shirt (preferably high visibility) b. Long pants c. Safety glasses d. A hat or cap e. Gloves f. Work boots <p><i>Visitors will be refused entry into the HCPSL Approved Seed Plot if they fail to have appropriate PPE.</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Visitors must warrant that they have the appropriate skills and training to undertake all activities to be undertaken while visiting the HCPSL Approved Seed Plot. <input type="checkbox"/> Visitors consent to the administration of first aid and other medical treatment in the event of injury or illness. <input type="checkbox"/> Visitors must take reasonable care of themselves and others while on a HCPSL Approved Seed Plot. <input type="checkbox"/> Visitor must ensure that any equipment allowed on the Approved Seed Plot has been maintained as per its requirements and a prestart check was conducted prior to it arriving at the Approved Seed Plot. 	

<p>Visitors must not:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Visitors must not enter any restricted or marked areas. <input type="checkbox"/> Visitors must not use any substances that are considered flammable or hazardous without seeking approval from the plot manager. <input type="checkbox"/> Visitors must not utilise any tools or equipment unless approved, sterilised, and inspected by the Plot manager prior to use. 	
<p>Site Induction (to be completed on site)</p> <ul style="list-style-type: none"> <input type="checkbox"/> HCPSL has a NO smoking policy on all Approved Seed Plots. <input type="checkbox"/> Entry and exit areas <input type="checkbox"/> First aid kits <input type="checkbox"/> Assembly point and evacuation route <input type="checkbox"/> No-Go zones <input type="checkbox"/> Closest medical facility <input type="checkbox"/> Contact details of emergency services 	
<p>Acknowledgement</p> <p>Visitors agree to follow all main road regulations in the transportation of clean seed from the Approved seed plot.</p>	
<p>Liability</p> <p>Visitor acknowledges that except for injury or damage caused solely by the gross negligence of HCPSL or their agent, they agree to the full extent allowed by law that HCPSL or their agent will not be liable under any circumstances for any injury or damage done or suffered to the Visitors person or property while on the plot, and the Visitor will assume all risk of such injury or damage while on the plot.</p>	

Visitor Name/s: _____

Plot Officer/Agent Name: _____

Plot Officer/Agent Signature: _____ Date: _____