SOP

Repackaging VTAs

Moving or pre-bagging bait from the original container into another

Key point: keep VTAs in the original packaging unless there is a good reason. You can pre-bag for your own use, but you cannot sell separated portions unless the registration provides for it.

Are you allowed to?

ALLOWED	**Owner or purchaser, for your own use** Includes each member of a purchasing group. It must not be offered for sale.
ONLY WITH THE JOB	**Contractor or service provider** While delivering your service only. Do not sell portions, even to the client. Leftovers supplied to the client must be in the original packaging with the original label.
ONLY IF APPROVED	**Selling where the registration provides for it** Follow the approved instructions exactly.
NOT ALLOWED	**Selling separated portions in any other case** A separated portion offered for sale needs its own registration.

Who can do it?

Does the product need a CSL or a certified handler?

YES

CSL holder or certified handler
Or someone with the CSL holder present and available, in sight and hearing, or the certified handler present and guiding them.

NO

Trained user
Has the information, instruction and training for the product, and follows the label and SDS.

Which container?

ALLOWED	**Fit for purpose and marked** No rips, tears, holes or cracks, made of material the product will not damage, and clearly marked with the contents.
ONLY THE SAME	**Bags or containers for this VTA only** Never re-use VTA containers for any other purpose.
NOT ALLOWED	**Food or drink containers** Never, even if labelled, and nothing that could be mistaken for them.

Next page: pre-bagging steps, label, tracking, and what to do if something goes wrong

Pre-bagging step by step

1. **Talk it through**
   Discuss bait preparation, sampling and hazards before starting. Read the label and SDS.
2. **Gear up**
   Wear PPE as the label requires. Have washing facilities and any antidote on hand.
3. **Choose the spot**
   Dry, sheltered but ventilated, where spills cannot reach waterways or wells. Consider a tarpaulin floor.
4. **Keep others away**
   No one who is not lawfully helping may stay nearby. Keep food and drink well away.
5. **Bag and mark**
   Move only what you need. Mark every bag clearly to identify the contents.
6. **Clean up and wash**
   Close containers, lock up, remove PPE and wash before eating, drinking, smoking or using the toilet.

Carrying pre-bagged bait

In a backpack
Use plastic liners, with the VTA label fixed to the outside.

With the SDS
Keep the SDS available at all times.

Locked up after
Return any surplus to secure storage, in its original packaging where you can.

Record it

- [ ] Update the Tracking Sheet: amount and exact location
- [ ] Pack identifiers, so the product stays traceable
- [ ] Original label stays on the original container
- [ ] Field application record when the bait is laid

⚠ **Cyanide has no antidote. Use the correct PPE and take extra care when handling it.**

If something goes wrong

111	0800 764 766	0800 030 040	0800 76 88 45
Fire, injury or major spill	National Poisons Centre, 24 hours	WorkSafe, notifiable events	Environment Southland pollution

1. Stop, move people away and keep others out. Call for help before you get involved.
2. Poisoning suspected: get medical help straight away and follow the SDS first aid. Most VTAs have no antidote, and cyanide has none.
3. Have the label or SDS ready for the Poisons Centre or emergency services.
4. Follow your emergency plan. Contain spills, keep them out of water, and tell your employer or CSL holder.

Summary only. Check the label, SDS, your licence, certificate and any permission conditions: MPI ACVM policy on separating off portions of registered products; Adroit Solutions VTA manual; WorkSafe labelling and decanting guidance; National Poisons Centre.