

## Factsheet: Apply to vary vehicle and vessel information

*The NSW Food Authority is streamlining the food transport vehicle and vessel licensing process with a new online 'Apply to vary vehicle and vessel information' form.*

---

### What can I do through the form?

Anyone with an existing NSW Food Authority licence can apply for one or more of the following:

- add, replace or cancel a vehicle on their licence
- add, replace or cancel a vessel on their licence
- change a vehicle registration plate or location.

Payment is only required for additional vehicles or vessels and can be made through the form.

---

### Who can use the form?

Existing NSW Food Authority licence holders can use the form. You will need your licence number and licence-holder name.

---

### How is compliance assessed?

The form uses Artificial Intelligence (AI) to assess the compliance of new vehicles or vessels with food safety regulations.

Applicants upload digital photographs to the form of the vehicle or vessel they wish to add or replace, using a computer, tablet, phone or other smart device.

The photographs are analysed by AI, before data is forwarded to a Food Authority officer for processing.

Applicants may no longer need to wait for an inspection of their vehicle or vessel and can receive approval in as little as one business day.

---

### What happens if the AI fails my application?

The AI does not 'pass' or 'fail' an application. The data will be processed by a Food Authority officer who will contact you if more information is needed or if there are any concerns.

## What photos are required?

What photographs you need to submit depends on the nature of the application.

Table 1: Required photographs.

Action	Photographs that may be required
<b>Add or replace a food transport vehicle</b>	Current registration plate
	Seals on the food transport compartment (2 photos) (if applicable)
	Internal surfaces
	Rails for hanging meat (if applicable)
	Refrigeration unit (if applicable)
	Refrigeration display showing temperature below 5°C (if applicable)
<b>Add or replace a vehicle for collection of raw milk from dairy farm</b>	Current registration plate
<b>Add or replace a vessel</b>	The vessel identification (for example, LFB/UVI)
	Each hold or product storage area (including protective cover/lid)
	Ice hold or storage area (if applicable)
	Product landing area
	Sorting area (if applicable)
	Each refrigeration unit (if applicable)
	Refrigeration unit temperature displays (if applicable)
<b>Add or replace a game meat or animal food harvesting vehicle</b>	Current registration plate
	Cross bars showing position and spacing (with measurements) of pelvic spikes (2 photos)
	Whole rack
	Water storage and discharge point for hand washing (2 photos)
	Bump sanitiser location
	Knife box location

Action	Photographs that may be required
	Dog box (1 wide angle, 1 close-up) (if applicable)
	Lighting used during harvesting (2 photos)
	What is used for hand drying
	Sanitiser and rack cleaner labels (2 photos)
	Current training record (if applicable)
	Shooter's accuracy test results (if applicable)
	Gun licence (if applicable).

## Will you be collecting data about me?

Information and images you supply will be used to process the application and will be retained for reference by the Food Authority. Our technology provider Wild Mouse will also retain the images for continuous improvement of the AI. Your privacy is protected under the *Privacy and Personal Information Protection Act 1998*.

Visit [our Privacy webpage](#) for more information about how we manage personal information.

## How will the photos and related data be stored?

Images and related data will be stored in an appropriately secure format by both the Food Authority and its technology provider Wild Mouse.

The images will be deleted when they are no longer required for the purposes for which they were collected.

## Who will have access to my information?

Only authorised Food Authority officers who need information for compliance or processing applications will have access to your information. Limited identifying information is provided to our technology provider Wild Mouse. Information is not shared with any other parties unless authorised by law.

## Can I still have an inspection carried out by an inspector if I want?

Yes, you may opt out of using the AI assessment at any time and still complete the online application. However, applications using the AI system can be finalised much sooner.

An audit or inspection by an authorised officer may take up to 6 weeks to process.

If you cannot use the online form, or have other queries about changes to your licence, contact the Food Authority Licensing & Accreditation Services on 1300 552 406 or email [bfs.admin@dpi.nsw.gov.au](mailto:bfs.admin@dpi.nsw.gov.au).