

## Applying for an Import Permit for Pluslife Tests

This guide is a part of [this broader info website](#) about importing Pluslife test kits to Australia.

We'll be applying for the permit using the Australian Biosecurity Import Conditions system website - also known as BICON (**B**iosecurity **I**mport **C**onditions). BICON is made by the Australian Government Department of Agriculture, Fisheries and Forestry.

On the BICON site you'll find all the legal requirements for importing different things into Australia, and have the ability to apply for import permits.

If you have any issues with this process, you can contact the team at BICON directly via phone 1800 900 090 or by submitting an enquiry on [their website](#). I personally have found them to be kind and helpful.

Let's do it :)

1. Create a BICON (Australian Biosecurity Import Conditions) account [here](#).
  - a. Click "register for a new account"
  - b. Read and accept the terms & conditions
  - c. Select "New single user account"<sup>1</sup>, click "Next"
  - d. Fill out your personal details, click "Next"
  - e. Confirm your email address as directed by the website
  - f. Create a password for your account

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<sup>1</sup> If you are applying for an import permit for a registered Australian organisation with an ABN, select "New multiple user account" instead. I am assuming this is not the case for most people using this document, and the steps following this one assume you are making a "single user" account.

## 2. Apply for an import permit

- a. Making sure you are logged in to your account, navigate to the “Test Kits” import case on the BICON website. You can do this by searching “Test Kits” in the top right hand corner search bar and clicking on the first search result. Alternatively, [this link](#) will take you straight to the page.
- b. This page is asking you what type of test kit you want to import. For us, Pluslife tests are a type of Nucleic Acid Amplification test, so we’ll choose that option.

Which of the following best describes the goods?

For personal consignments of diagnostic test kits please refer to the BICON case [Human therapeutics and medicines](#).  
For diagnostic test kits containing human blood and tissues (excluding antibodies and cell lines) only, please refer to the BICON case [Human therapeutics and medicines](#).  
For diagnostic test kits containing synthetic material only, please refer to the BICON case [Synthetic material](#).  
For diagnostic test kits containing highly refined organic chemicals only, please refer to the BICON case [Highly refined organic chemicals and substances](#).  
For plant diagnostic test kits, please refer to the BICON case [Plant diagnostic kits](#).  
Please refer to the [Listed Human Diseases](#) and [Pathogens of Animal Biosecurity Concern](#) lists.

**What are Standard permits?**  
The department has published [standard permit](#) conditions for certain commodities to streamline the permit application and assessment process. If you can meet the import conditions we recommend you apply for a standard permit.

- Lateral flow test kits on the ARTG – inc COVID-19 RAT kits (No permit req. if conditions are met)
- COVID-19 rapid antigen test (RAT) kits for personal use (No permit req. if conditions are met)
- Nucleic acid amplification (e.g. PCR) test kits (Standard) 
- Test kits not testing for disease agents (Standard)
- Test kits testing for Listed Human Diseases and not included on ARTG (Standard)
- Test kits testing for human conditions and listed on ARTG (Standard)
- Test kits testing for disease agents excluding pathogens of biosecurity concern (Standard)
- Unused DNA collection kits for personal use (No permit req. if conditions are met)

- c. Clicking “Next” will take you to a page outlining the import conditions for nucleic acid amplification tests. These are the conditions that have to be met in order to bring these tests into Australia. After you’ve read and understood them, scroll to the bottom of the page and click “Apply Now”

**I’d recommend making sure you understand the import conditions before applying for a permit**, because as a permit holder you are legally responsible for ensuring that these conditions are met on any tests you import. I give a short summary of the important points you should know about [here](#), and a detailed explanation of every point [here](#).

To apply for an import permit you must complete an application for Test kits

Apply Now

- d. Click “Create New Application”
- e. Fill out the contact details for the permit Applicant, Importer and Importer contact. If you are applying as an individual (not an organisation), your details should go in all three sections.

When you click “Next”, you should see a summary of your application. If you’ve done the previous step correctly, your name should be listed next to the Applicant, Importer and Import contact sections.

- f. Scroll down the page to “Manage Permit Types”. The Test Kit permit should have been automatically added; click the “Edit” button associated with it.

### Manage Permit Types

Biological products (Standard goods)

Commodity	Status	Actions
<a href="#">Test kits</a>	<span>⚠ Incomplete</span>	<a href="#">Edit</a> <a href="#">Duplicate</a> <a href="#">Delete</a>

[Add New Permit Type](#)

[Add Another Commodity](#)



- g. There are four short sections to this part of the application
  - i. The first section, “**Permit conditions acknowledgement**”, requires you to tick a box stating that you are aware of the [import conditions](#) for the permit (discussed in part c) and will ensure these

conditions are met when importing your tests.

- ii. The **“Current permit details”** section is used to determine whether or not you hold an existing permit to import tests with. For us first-time permit applicants, we’re going to tick “No” to the mandatory questions, and leave the optional questions blank.

**Current permit details**  
Incomplete

**Existing import permit**  
Have you previously been issued an import permit for this commodity that has expired or is soon to expire?

No  
 Yes

**Existing import permit number** *(Optional)*  
If 'Yes', provide the identification number from your existing import permit

**Forward date permit**  
Would you like the permit forward dated? (e.g. to align with the expiration date of a current permit). The department can forward date permits up to 3 months in advance.

No  
 Yes

**Commencement date** *(Optional)*  
If yes, what date would you like your permit to start?  
Note: If the application is unable to be finalised by the date selected, the permit will have a start date beginning on the day that it is approved and issued by the department/delegate.

Activate Win  
Go to Settings to

- iii. The **“Export details”** section is asking for information about where the goods you’re importing are coming from. For nucleic acid amplification tests, they don’t mind what business or country you’re purchasing them from, so you don’t need to give them any specific details. That’s why there’s just one box that says “various exporters”<sup>2</sup>. Tick that box!

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<sup>2</sup> I assume that for permits for different types of items, there are multiple options here, which is why we have the weird “just tick the single box” situation

- iv. The same goes for **“Product/commodity details”**. Tick the three boxes that are there for you. “In-vitro”<sup>3</sup> refers to how the tests will be performed on human nasal swabs in test tubes/test cassettes (aka how all Pluslife tests are performed), rather than being designed for use within the human body itself; “Various countries” in both cases allows you to import tests regardless of which country they are manufactured in or shipped from.

Finally, select “Nucleic acid amplification (e.g. PCR) test kits (Standard)” as the test kit description.

**Export details**  
Incomplete

**Exporter details**  
Select exporter type

Various exporters

**Product/commodity details**  
Incomplete

**End use**  
Select the end use

In-vitro

**Country of export**  
Select the country of export

Various countries

**Country of origin**  
Select country of origin

Various countries

**Test kit description**  
Select the option below which best defines the product (if your product does not fit one of the definitions below, please navigate the relevant import case to define your impo

Nucleic acid amplification (e.g. PCR) test kits (Standard) ▾

- h. Click “save and return”. This will take you back to the previous page, but this time the status of your Test kits permit should say “Complete”

- i. Click the “Next” button.

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<sup>3</sup> See [wikipedia](#) for more info

**Manage Permit Types** Add New Permit Type

Biological products (Standard goods)

Commodity	Status	Actions
<a href="#">Test kits</a>	Complete	<a href="#">Edit</a> <a href="#">Duplicate</a> <a href="#">Delete</a>

Previous Add Another Commodity

 Next

- j. Check that the fees look right. (As of 15/05/2025 the fees totaled to \$204, the sum of both the “Online Permit Application - New” fee and the “Biological products (Standard goods) Minimum Assessment Fee”)

Click “Next”.

- k. Read and tick the box at the bottom of the **Declaration**. The declaration is quite simple and self-explanatory - basically you’re just saying that the information you have given in this application is true to the best of your knowledge.
- l. After you’ve ticked the box, click “Submit and pay online”. This will take you to a payment page - after you have paid, your application should be submitted!

Congratulations! You’ve applied for a permit! BICON will process your permit within 20 business days, however this usually happens much faster. For me, mine was processed and approved within 24 hours.