



EXTINGUISHING AGENT TRADING AUTHORISATION

APPLICATION FORM

This application form is for new applications only. If you need to renew your authorisation, email ozone@fpib.com.au and request a renewal form. To renew your authorisation, submit your renewal form at least 30 days prior to your expiry date otherwise you will be required to make a new application. Whilst the Board will endeavour to forward information and a reminder to you and your employer prior to your authorisation expiring, it remains your responsibility to ensure you have a valid authorisation at all times to continue to acquire, store or dispose of a scheduled extinguishing agent legally.

The Board requires you to submit your risk management plan with this application. Further information is available at www.fpib.com.au.

OFFICE USE ONLY

Licence Number

Date

 / /

Expiry Date

 / /

1. APPLICANT DETAILS

Company Name/Trading Name

ABN

Contact Person

Email

Business Address

Suburb

State

P/code

Postal Address

Suburb

State

P/code

Phone ()

Mobile



2. SUITABILITY QUESTIONNAIRE (continued over page)

Under Regulation 102 of the *Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995* (the Regulations), the Fire Protection Industry (ODS & SGG) Board must consider whether you are a fit and proper person to hold a licence.

If you are a BODY CORPORATE, please state whether:

the body corporate has, in the last ten years immediately prior to making this application:

1. had a civil penalty order made against it for contravention of a civil penalty provision
2. been convicted of an offence*, or an order under section 19B of the Crimes Act 1914 has been made, for contravention of the:
 1. *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989* (the Act); or
 2. *Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995* (the Regulations); or
3. had any conviction for an offence*, or an order under section 19B of the Crimes Act 1914 has been made, against a law of the Commonwealth, of a State or of a Territory that is punishable by imprisonment for a period of six months or longer

an executive officer of the body corporate has, in the last ten years immediately prior to making this application:

1. had a civil penalty order made against them for contravention of a civil penalty provision
2. been convicted of an offence*, or an order under section 19B of the Crimes Act 1914 has been made, for contravention of the:
 1. *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989* (the Act); or
 2. *Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995* (the Regulations); or
3. had any conviction for an offence*, or an order under section 19B of the Crimes Act 1914 has been made, against a law of the Commonwealth, of a State or of a Territory that is punishable by imprisonment for a period of six months or longer.

an executive officer of the body corporate has applied to take the benefit of any law for the relief of bankrupt or insolvent debtors, or has compounded with creditors or has made an assignment of remuneration for their benefit

the body corporate has made any statement in an application under the Act or Regulations that was false or misleading in a material particular; and if so, knew that the statement was false or misleading

an executive officer of the body corporate has made any statement in an application under the Act or Regulations that was false or misleading in a material particular; and if so, knew that the statement was false or misleading

the body corporate has contravened a condition of an fire protection industry permit

the body corporate has held a fire protection industry permit that was cancelled

an executive officer of the body corporate has contravened a condition of a fire protection industry permit

an executive officer of the body corporate has held a fire protection industry permit that was suspended or cancelled

* Subject to the Spent Convictions Scheme

I have read the suitability questionnaire:

YES NO

Do you have anything to declare?

YES NO

If you have anything to declare, please give details in a separate attachment.

Declarations will not necessarily prevent you from receiving an authorisation.



2. SUITABILITY QUESTIONNAIRE – CONTINUED

If you are an **INDIVIDUAL**, please state whether you:

have, in the last ten years immediately prior to you making this application:

1. had a civil penalty order made against you for contravention of a civil penalty provision
2. been convicted of an offence*, or an order under section 19B of the *Crimes Act 1914* has been made, for contravention of the:
 1. *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989* (the Act); or
 2. *Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995* (the Regulations)
3. had any conviction for an offence*, or an order under section 19B of the *Crimes Act 1914* has been made, against a law of the Commonwealth, of a State or of a Territory that is punishable by imprisonment for a period of six months or longer

are currently bankrupt, have applied to take the benefit of any law for the relief of bankrupt or insolvent debtors, or have compounded with creditors or have made an assignment of remuneration for their benefit

have made any statement in an application under the Act or Regulations that was false or misleading in a material particular; and if so, knew that the statement was false or misleading

have contravened a condition of a fire protection industry permit

have held a fire protection industry permit that was suspended or cancelled

* Subject to the Spent Convictions Scheme

I have read the suitability questionnaire:

YES NO

Do you have anything to declare?

YES NO

If you have anything to declare, please give details in a separate attachment.

Declarations will not necessarily prevent you from receiving an authorisation.

3. AUTHORISATION DURATION AND VARIATION

From 1 January 2018 a three (3) year authorisation will become available and will be the default duration from 1 January 2019. If a shorter duration is required please provide details.

Required period: 2 year 3 years

Note: Attach additional documentation if required.

Reason for variation (complete this if you are seeking a 2 year authorisation):

- Cost** – prefer to pay the 2 year application fee at this time
- Duration** – prefer to hold this authorisation for 2 years rather than 3
- Business Uncertainty** – I may not require authorisation after 2 years
- Other Reason** (please specify)



**EXTINGUISHING AGENT
TRADING AUTHORISATION**

APPLICATION FORM

6. APPLICANT LOCATIONS STORING EXTINGUISHING AGENT

LOCATION / ADDRESS	CONTACT PERSON	TELEPHONE

7. EQUIPMENT DETAILS

EQUIPMENT	MAKE	MODEL	SERIAL NUMBER
Recovery Unit			
Vacuum Pump			
Leak Detection Equipment			



8. EXECUTIVE OFFICER OR SOLE TRADER/OPERATOR'S DECLARATION

- I understand that the information and documents provided in this application will be used to assess my suitability to hold an Extinguishing Agent Trading Authorisation in Australia;
- I understand and consent to my personal information, provided in this application, being disclosed to third parties in circumstances including the following:
 - to a State, Territory or Commonwealth government agency for the purposes of determining my suitability to hold a permit;
 - to any other third party identified in this application, for the purpose of verifying data or statements attributed to that third party in this application;
 - to a Commonwealth government agency for the purpose of investigating or taking action in relation to a suspected breach of the law.
- I understand and consent to my personal information being used by the Commonwealth for the purpose of contacting me in relation to matters relevant to the fire protection industry, including new or proposed laws, which could directly or indirectly affect licence holders; and
- I declare that all the information and all documentation supporting this application is true and correct in every particular and that all relevant documents supporting this application are attached.

Signature of Applicant

Date / /

9. AUTHORISATION CONDITIONS

Any Authorisation is granted subject to the conditions (regulation 332) that the holder:

- (1) keeps up to date records showing the amounts of extinguishing agent acquired, disposed of and recovered from equipment by the holder during each quarter; and
- (2) 14 days or less after receiving a request in writing by the Fire Protection Industry (ODS & SGG) Board, sends to the Board copies of the records mentioned in paragraph (a); and
- (3) has equipment that is adequate for the holder's activities, including 1 or more of each of the following:
 - (a) unless the holder has leak detection procedures in place—leak detectors;
 - (b) vacuum pumps;
 - (c) recovery units; and
- (4) maintains, so that it operates correctly, each item of the holder's equipment that is necessary to prevent avoidable emissions of any extinguishing agent; and
- (5) at least every quarter, checks any extinguishing agent container at the holder's premises for leaks; and
- (6) does not fill a container unless it meets AS/NZS 2030.1; and
- (7) puts into effect for the premises a risk management plan that is approved, in writing, by the Board; and
- (8) handles any extinguishing agent in accordance with each applicable standard mentioned in Table 326; and
- (9) delivers, to the operator of an approved extinguishing agent destruction facility, any extinguishing agent that is to be destroyed.

Return this Application Form to:

Fire Protection Industry (ODS & SGG) Board **PO Box 1049, Box Hill Vic 3128** **T 03 8892 3131**
F 03 8892 3132
E ozone@fpib.com.au