



Health and Regulatory Services

Application Form

Registration certificate for an environmentally relevant activity (ERA)

This form is to be used when applying to become a registered operator to carry out one or more ERAs under s73D of the Environmental Protection Act 1994. Please label attachments alphabetically (e.g. "Attachment A").

1. Applicant details

<i>Applicant Name</i> ¹	
<i>Trading Name</i>	
<i>ACN or ABN (and ANZSIC Code if applicable)</i> ²	
<i>Registered Address</i> ³	
<i>Postal Address (If same as Registered write 'as above')</i>	
<i>Telephone</i>	<i>Facsimile</i>
<i>E-mail Address</i>	
<i>Contact Name</i>	<i>Telephone (If different to Applicant telephone)</i>

2. ERA details

<i>ERA Number & Description</i>	<i>Location (e.g. Street Address)</i>
<i>ERA Number & Description</i>	<i>Location</i>
<i>ERA Number & Description</i>	<i>Location</i>

¹ The applicant is the registered legal entity (not a business trading name) intending to carry out the activity and in whose name the relevant permits or licenses are to be issued.

² Enter the Australian Business Number (ABN); or the Australian Company Number (ACN) of the incorporated company.

³ The registered address is legally required for the serving of notices. It is the registered business address of the company making the application and cannot be a post office box.

3. Which situation best describes this application (please tick one)?

- I propose to conduct one or more new ERAs subject to a development approval.
 - If your development approval has been granted, state your development approval number: _____
 - If your development approval has not been granted, state your development application number: _____

Note: In addition to the development approval application fee, registration certificate application fees are payable if the registration certificate application is made before the development approval takes effect.
- I propose to conduct one or more new ERAs subject to a code of environmental compliance.
- I propose to conduct one or more existing ERAs and the registration certificate is held by another person.
 - This is known as a "continuing registration". The existing registration certificate number is: _____
 - (Note: you must complete the dual signature requirement at the end of this form.)
- I am operating an ERA that does not have an aggregate environmental score (AES) under an existing deemed approval or development approval (tick which applies below) and I did not apply for a registration certificate before 4 October 2005.
 - Note 1: A deemed approval will continue to have effect until 31 December 2010, unless the operator or scale of activity has changed since the activity was deemed to have an approval. Operators must have a development approval in place by 31 December 2010.
 - Note 2: A development approval for an ERA that does not have an AES will continue to have effect until the term of the development approval (if any) expires or the scale of the activity changes.
 - Existing deemed approval
 - For an existing development approval, state your development approval number: _____

4. Are you applying to have multiple⁴ activities on a single registration certificate?

- Yes You will need to complete **Attachment 1** to demonstrate that all your activities are part of a "single integrated operation".
- No

5. Applicant suitability

Have you ever:

		Details
<ul style="list-style-type: none"> • Received a penalty infringement notice, environmental protection order, restraint order or been convicted of an offence under the <i>Environmental Protection Act 1994</i>? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • Had an environmental authority or registration certificate, or similar licence or permit (however called) under a corresponding law (whether administered by this state, another state or territory, the Commonwealth or another country), cancelled or suspended⁵? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • Been convicted of an environmental offence under a corresponding law (whether administered by this state, another state or territory, the Commonwealth or another country)⁵? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	

⁴ The term 'multiple activities' includes two or more ERAs at a single premise; and one or more ERAs at two or more premises. Any of these combinations can include a "mobile and temporary ERA".

⁵ For a corporation this question applies to any of the corporation's executive officers or another corporation that they have been an executive officer for. Otherwise this question applies to the applicant or another person of whom the applicant is a partner.

Has a company or business you have held a position of management or control in ever, for an incident that occurred while you held a position of management or control:

		Details
<ul style="list-style-type: none"> Received a penalty infringement notice, environmental protection order, restraint order or been convicted of an offence under the <i>Environmental Protection Act 1994</i>? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> Had an environmental authority or registration certificate, or similar licence or permit (however called) under a corresponding law (whether administered by this state, another state or territory, the Commonwealth or another country), cancelled or suspended? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> Been convicted of an environmental offence under a corresponding law (whether administered by this state, another state or territory, the Commonwealth or another country)⁵? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Other:

		Details
<ul style="list-style-type: none"> Do you have any formal qualifications that may be relevant to complying with conditions of an environmental authority? Provide details. 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> Have you owned or operated a business with activities similar to that for which you are making this application? If yes, include details about size, location and nature of the operation. 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> Do you have any knowledge of environmental protection legislation or any particular knowledge of environmental issues and the local areas that may be relevant to the activities to be conducted under the permit? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> Do any of your previous roles and responsibilities provide you with knowledge that may be relevant to your application? If yes, provide details. 	<input type="checkbox"/> Yes <input type="checkbox"/> No	

6. Declaration

Note: If you have not told the truth in this application you may be liable for prosecution under the relevant Acts or Regulations.

- I do solemnly and sincerely declare that the information provided is true and correct to the best of my knowledge. I understand that it is an offence under s480 of the EP Act to give to the administering authority or an authorised person a document containing information that I know is false, misleading or incomplete in a material particular.
- I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.
- I will take all reasonable and practical measures to comply with the relevant environmental requirements, including the conditions that apply to the activity I will be carrying out and the general environmental duty.
- I understand that an incomplete application (including applications that do not include the fee, or sufficient detail to show that the fee has been paid) may be invalid. Invalid applications will be returned without processing and will only be processed if resubmitted with all invalidating issues addressed.

<i>Applicant's Full Name</i>

<i>Applicant's Position e.g. (Director, Manager, Owner)</i>

<i>Applicant's Signature</i>

<i>Date</i>

If you are applying for a “continuing registration” (see section 3) include the name and signature/agreement of the current registered operator below:

I agree to the transfer of the activities nominated in section 3 of this form from my registration certificate to the applicant. I understand that by agreeing to this transfer:

- these activities will be removed from my registration certificate and I will be issued an amended registration certificate for any remaining activities;
- the applicant will be issued a registration certificate for the activities nominated in section 3 of this form; and
- where the activities nominated in section 3 of this form are the only activities on my registration certificate, the registration certificate will be amended to remove my details and include the applicant’s details.

<i>Current Registered Operator’s Full Name</i>
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<i>Current Registered Operator’s Signature</i>
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<i>Date</i>

7. Applicant checklist

- Application form(s) completed and signed
- Fees paid or enclosed (see Council’s Environmental Protection Officer for the applicable fee)
- Supporting information attached (if applicable)

Mackay Regional Council is collecting your personal information in order to process your application. This information will only be disclosed to any other third party with your written authorisation or as we are required to by law.

<p>Please return your completed application kit to:</p> <p style="text-align: right;">Telephone: 1300 MACKAY (1300 622 529) Facsimile: (07) 4944 2400 E-mail: council@mackay.qld.gov.au ABN: 56 240 712 069</p>	<p>Attention: Health and Regulatory Services The Chief Executive Officer Mackay Regional Council PO Box 41 MACKAY Q 4740</p>
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Office Use Only			Account no. 1.12105.1208
Date:	Receipt No.	Amount:	Cashier:

* please provide complete details (such as location of offence or incident, date of offence or incident, amount of fine, facts and circumstances surrounding the offence or incident, name of court, court reference number, etc) in an attachment; and
 attach any submission you would like the administering authority to consider in assessing this information, which will be used in deciding whether you are a suitable person to be a registered operator.
 If any of the yes boxes are ticked, a decision notice will be sent within 20 business days of receiving the application.
 If all of the no boxes are ticked, a decision notice will be sent within 10 business days of receiving the application.