



Australian Government

Department of Infrastructure and Transport

Please complete and submit form to:

Email: national.coordinator@infrastructure.gov.au or Fax: (02) 6245 4300

Post: National Coordinator GPO Box 1966, CANBERRA, ACT 2601

APPLICATION TO BECOME A REGULATED AIR CARGO AGENT

I am applying to become a Regulated Air Cargo Agent (RACA). I confirm that:

- I authorise the disclosure of any information relating to a Transport Security Program or application for approval of a Transport Security Program to the Department of Infrastructure, Transport, Regional Development and Local Government (Department of Infrastructure) or its representatives;
- I authorise the publication by Department of Infrastructure of any details provided on this application and any other information provided in the Transport Security Program and associated materials should it be deemed appropriate;
- I am responsible for ensuring that I make an appropriate contribution towards the maintenance of aviation security and ensuring that I am aware of any factors that may impact upon that contribution;
- I am responsible for the content of my Transport Security Program and any liability and loss that may result from it;
- I will ensure any materials provided by Department of Infrastructure identified with the label 'security sensitive' will not be disclosed;
- I am responsible for any loss or liability that may result from the disclosure of security sensitive information; and
- I understand that under the *Aviation Transport Security Regulations, 2005*, I am obliged inform Department of Infrastructure in writing of any changes to the information provided in this application or my Transport Security Program occurring. I can email this to national.coordinator@infrastructure.gov.au or fax to (02) 6245 4300.

Officer(s) authorised to apply (see note on page 2)

Signature:	Print Name & Official Position Held (eg. Director etc.):
..... Date:/...../.....	
If second signature required (see note on next page(2)-	
Signature:	Print Name & Official Position Held (eg. Company Secretary etc.):
..... Date:/...../.....	
Duly authorised to sign for and on behalf of	
.....	
(Legal Entity Name)	
ACN / ARBN..... State in which Head Office is located.....	
.....	
(Trading Name – if different to Legal Entity Name)	

Note: the Authorised Officer(s) can include:

Individuals -if the entity is an individual, the statement should be signed by that individual (or under a power of attorney).

Companies - if the entity is a company, the statement should be signed in either of the following ways:

- by the affixing of the company seal; or
- by company officers signing the statement. In this instance, the statement should be signed by:
 - two directors of the company; or,
 - one director and the secretary of the company; or
 - where the company is a proprietary company (ie, a Pty Ltd company) and it has a sole director who is also the company secretary, that person can sign the statement;
- by an individual acting with the company's express or implied authority signing on the behalf of the company; or
- by signature of an individual with a power of attorney authorising the individual to bind the company.

Incorporated association - the statement may have been signed by two committee members.

Partnership - if the entity is a partnership, the statement should be signed by each partner.

Local government - in the case of local government bodies, such as municipalities, councils of cities, towns, shires or districts, however named, the statement may have been signed either by using a common seal, or by an authorised person



The following part of this form collects details that will be used by Department of Infrastructure for registration as a RACA and providing the TSP guidance. It is your responsibility to ensure that Department of Infrastructure is advised immediately of any changes to details provided in this application or your Transport Security Program. There are penalties under the Aviation Transport Security Regulations 2005 for failure to notify Department of Infrastructure of changes.

Security Contact Officer - requirements

Your business is required to nominate a Security Contact Officer (SCO) and an alternative contact person on page five (4) of this application. The SCO must be an employee of your business and they will have the responsibility for facilitating the development, implementation, review and maintenance of your Transport Security Program (TSP). The SCO will also serve as the primary contact for all matters relating to the TSP, including site inspections conducted by Department of Infrastructure Transport Security Inspectors.

The remainder of this application form collects information that will be used by Department of Infrastructure for the designation of your business as a RACA. Additionally, it will allow Department of Infrastructure to provide you with guidance for preparing your TSP.

Applicant Details:

Legal Entity Details	
Legal Entity Name:	
ACN / ARBN:	
Is your business a:	Please delete the non-applicable response below
• Company?	Y N
• Partnership?	Y N
• Other? (please list)	Y N
In the case of partnerships and unincorporated associations:	
Full name of each partner: <i>(email separate list if space is insufficient)</i>	
Partner: (NA if not applicable)	
Trading/ Business Names (if applicable)	
Trading Name, Registered Number (not ABN) <i>(email separate list if space is insufficient)</i>	
Please provide a copy of your business name registration certificate with this application.	
Business Details (All unshaded fields below must be completed)	
Approximate Number of Sites to be covered by the TSP	

Head Office Details	
Postal Address	
Suburb / Town, State	
Postcode	
Street Address	
Suburb / Town, State	
Postcode	
Telephone Number	
After Hours Number	
Facsimile Number	
Details of CEO (or equivalent)	
Name	
Position	
Postal Address	
Suburb / Town, State	
Postcode	
Street Address	
Suburb / Town, State	
Postcode	
Telephone Number	
Facsimile Number	
Email Address	
Security Contact Officer (Refer to 'Security Contact Officer – Requirements' on page 2)	("as above" if same as CEO Details)
Name	
Position (e.g. Export Manager)	
Postal Address	
Suburb / Town, State	
Postcode	
Telephone Number	
Facsimile Number	
Email Address	
24 Hour Emergency Security Contact Number	
Cargo and Operations Will you be handling the following under the TSP?	Please delete the non-applicable response below
Domestic Air Cargo	Y N
International Air Cargo	Y N
Transhipped Air Cargo	Y N

Operations: Identify whether these operations are to be covered under your TSP:	Please delete the non-applicable response below
Cargo Transport	Y N
Express Services	Y N
Cargo Storage	Y N
Cargo Consolidation	Y N
Cargo Terminal Operator	Y N
Receiving Flight Details	Y N
Physically handle cargo	Y N
Cargo: Please identify the type of cargo that may be handled by your business	Please delete the non-applicable response below
General Cargo	Y N
Personal Effects	Y N
Unaccompanied Baggage	Y N
Dangerous Goods	Y N
Diplomatic Cargo and Diplomatic Bags	Y N
Pets and Livestock	Y N
Perishable Cargo, Fresh and Live Produce	Y N
Human Remains	Y N
Organs, Blood Products and Pathological Materials	Y N
Mail and Courier Parcels	Y N
Machinery and Spare Parts	Y N
Firearms, Weapons and Military Goods	Y N
Business Operations: Please identify which of the following activities are undertaken by your business.	Please delete the non-applicable response below
Receiving cargo from the sender (consignor)	Y N
Screening cargo	Y N
Receiving unscreened cargo from others covered by a TSP	Y N
Receiving screened cargo	Y N