

Licence application – mobile plant



This form is an application for a licence to operate mobile plant under the *Protection of the Environment Operations Act 1997* ('POEO Act').

If you require a licence for a premises-based activity or to transport waste, then the form titled *Licence application – premises* or *Licence application – waste transport*, respectively, must be used.

To complete this form you may need the *Guide to licensing* prepared by the Environment Protection Authority (EPA) and available at www.environment.nsw.gov.au/licensing/licenceguide.htm and/or the *Waste Classification Guidelines* which are available at www.environment.nsw.gov.au/waste/envguidlns/index.htm.

If you need help filling out the form, please contact your nearest EPA office from the list at the end of this form.

Once completed and signed, the form, together with the applicable fee, should be sent to your nearest EPA office (as indicated at the end of this form).

1. Do I need a licence?

To work out whether you need a licence, you need to refer to Appendix 2 in *Guide to licensing, part B*, which lists the activities that require a licence under the POEO Act ('scheduled activities').

Please tick (✓) 'Yes' or 'No'.

		Yes	No
Will you be undertaking the following:			
1.1	Mobile waste processing – meaning an activity that involves the processing of hazardous waste, liquid waste or restricted solid waste (or any combination of them) that is carried out, for business or commercial purposes, by means of mobile plant.		

If you answered 'Yes' to question 1.1, please complete the rest of this application form.

2. Licence applicant

2.1 Name of the proposed licence holder(s)

The licence holder must be an individual(s), a company, body corporate or public authority, but **not** a partnership, trust or joint-venture name.

Full name(s) of proposed licence holder(s)		
Trading as (if applicable)		
ACN /ABN (if applicable)	ACN:	ABN:

2.2 Postal address of the proposed licence holder(s)

Postal address and fax number for all correspondence	PO Box:		
	No:	Street name:	
	Suburb:		
	State:	Postcode:	
	Fax:		

2.3 Fit and proper person

Please tick (✓) 'Yes' or 'No'.

		Yes	No
Has the applicant (whether a natural person or a corporation) ever:			
2.3.1	been convicted or paid a penalty under a penalty notice for an offence under a provision of any environment protection legislation ¹ or other relevant legislation? ²		
2.3.2	had a licence or other authority suspended or revoked under environment protection legislation ¹ or other relevant legislation? ²		

If the applicant is a corporation, has any director³ of the corporation ever:			
2.3.3	been convicted, or paid a penalty under a penalty notice for an offence under a provision of any environment protection legislation ¹ or other relevant legislation? ²		
2.3.4	had a licence or other authority suspended or revoked under environment protection legislation ¹ or other relevant legislation? ²		
2.3.5	been a director ³ of another corporation convicted or paid a penalty infringement notice under a provision of any environment protection legislation ¹ or other relevant legislation? ²		
2.3.6	been a director ³ of another corporation which had a licence or other authority suspended or revoked under environment protection legislation ¹ or other relevant legislation? ²		

If you answered 'Yes' to any of the above questions, please attach a statement setting out the specific circumstances and why you think those circumstances should not prevent you from holding a licence.

Please note that in determining whether a person is a fit and proper person, the EPA may take into consideration any or all of the factors listed in section 83(2) of the POEO Act.

2.4 Existing mobile plant operators

Please tick (✓) 'Yes' or 'No'.

		Yes	No
2.4.1	Are you applying for an EPA licence for mobile plant for the first time?		

If you answered 'No' to this question, please attach details of other mobile plant licence(s).

2.5 Contact person for proposed new licence holder(s) for EPA inquiries

Name	Mr / Mrs / Ms	Given name:	
		Surname:	
Organisation (if different from licence holder)			
Position			
Address (if different from postal address in section 2.2)	No:	Street name:	
	Suburb:		
	State:	Postcode:	
Phone numbers	Business:	Mobile:	
	After hours:	Pager:	
Fax			
Email			

¹ 'Environment protection legislation' is defined in Part 1 of the *Protection of the Environment Administration Act 1991*.

² 'Other relevant legislation' is defined in clause 52 of the Protection of the Environment Operations (General) Regulation 2009.

³ 'Director' also includes a person involved in the management of the affairs of the corporation.

3. Details of mobile plant

Please provide details of all mobile plant to be included on the licence.

	Plant 1	Plant 2	Plant 3	Plant 4
Type of mobile plant				
Registration or chassis number				
Date of manufacture				
Manufacturer				
Owner of plant if owner isn't the licence applicant				
Processing capacity, in tonnes, over 24-hour operation				

Please attach extra page(s) if more space is needed.

4. Mobile waste processing – waste codes

If you propose to process hazardous waste, liquid waste or restricted waste (or any combination of them), please list the codes for the waste processed.

A list of hazardous waste, liquid waste and restricted solid waste descriptions and waste codes can be found in *Waste that must be tracked* which is available at www.environment.nsw.gov.au/owt/wastetrackfs.htm.

Waste code(s)						
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Please attach extra page(s) if more space is needed.

5. Determining the licence fee

A cheque for the licence administrative fee must be submitted with this form. Please make cheque payable to the **Environment Protection Authority**.

Fee-based activity classification	Activity scale	Number of fee units		Fee unit amount		Calculated fee
Mobile waste processing	Any capacity	32	x	\$113	=	\$3,616

This is the administrative fee for your licence.

Fees are exempt from GST by the Commonwealth Treasurer's Division 81 determination under A New Tax System (Goods and Services Tax) Act 1999.

6. Signature of proposed licence holder

This application may only be signed by a person(s) with the legal authority to sign it. The various ways in which the application may be signed, and the people who may sign the application, are set out in the categories below.

Please tick (✓) the box next to the category that describes how this application is being signed.

If the proposed licence holder is:		The application must be signed and certified by one of the following:
an individual	<input type="checkbox"/>	the individual.
a company	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	the common seal being affixed in accordance with the <i>Corporations Act 2001</i> , or two directors, or a director and a company secretary, or if a proprietary company that has a sole director who is also the sole company secretary – by that director.
a public authority other than a council	<input type="checkbox"/> <input type="checkbox"/>	the chief executive officer of the public authority, or by a person delegated to sign on the public authority's behalf in accordance with its legislation (Please note: a copy of the relevant instrument of delegation must be attached to this application).
a local council	<input type="checkbox"/> <input type="checkbox"/>	the general manager in accordance with s.377 of the <i>Local Government Act 1993</i> ('LG Act'), or the seal of the council being affixed in a manner authorised under the LG Act.

I/We (the proposed licence holder):

- **apply for an environment protection licence**
- **declare that the information in this licence application form (including any attachment) is not false or misleading in any material particular**
- **am/are aware of the requirements under Part 5.7A of the POEO Act to prepare a pollution incident response management plan before commencing operations – Note that section 153C of the POEO Act and Part 3A (clauses 98a – 98f) of the Protection of the Environment Operations (General) Regulation 2009 set out what must be included in the plan, including specific requirements for the transport of trackable waste and other obligations related to these plans; Environmental Guidelines: Preparation of pollution incident response management plans is available at www.environment.nsw.gov.au/legislation/poelegisamend2011.htm**

Signature		Signature	
Name (printed)		Name (printed)	
Position		Position	
Date		Date	

Seal (if signing under seal):

Additional information

1. It is an offence to supply any information in this form that is false or misleading in a material particular. There is a maximum penalty of \$22,000 for a corporation or \$11,000 for an individual.
2. Details of the licence application and licence will appear on the EPA's Public Register. The EPA can be asked by any person to provide reasons for refusing or granting a licence application.

Send this form and payment of the licence fee to your nearest EPA office:

Metropolitan

Parramatta

Environment Protection Authority NSW
PO Box 668
PARRAMATTA NSW 2124

Phone: 9995 5000
Fax: 9995 6900

Wollongong

Environment Protection Authority NSW
PO Box 513
WOLLONGONG EAST NSW 2520

Phone: 4224 4100
Fax: 4224 4110

North

Newcastle

Environment Protection Authority NSW
PO Box 488G
NEWCASTLE NSW 2300

Phone: 4908 6800
Fax: 4908 6810

Grafton

Environment Protection Authority NSW
PO Box 498
GRAFTON NSW 2460

Phone: 6640 2500
Fax: 6642 7743

Armidale

Environment Protection Authority NSW
PO Box 494
ARMIDALE NSW 2350

Phone: 6773 7000
Fax: 6772 2336

Dubbo

Environment Protection Authority NSW
PO Box 2111
DUBBO NSW 2830

Phone: 6883 5330
Fax: 6884 8675

South

Albury

Environment Protection Authority NSW
PO Box 544
ALBURY NSW 2640

Phone: 6022 0600
Fax: 6022 0610

Bathurst

Environment Protection Authority NSW
PO Box 1388
BATHURST NSW 2795

Phone: 6332 7600
Fax: 6332 7630

Griffith

Environment Protection Authority NSW
PO Box 397
GRIFFITH NSW 2795

Phone: 6969 0700
Fax: 6969 0710

Queanbeyan

Environment Protection Authority NSW
PO Box 622
QUEANBEYAN NSW 2620

Phone: 6122 3100
Fax: 6299 3525

Waste Operations

Environment Protection Authority NSW
PO Box A290
SYDNEY SOUTH NSW 1232

Phone: 9995 5000
Fax: 9995 5930

EPA 2012/0583
July 2012