



Application Form

Attachment 1 – to accompany your application for a registration certificate for multiple ERAs

This form is to be used by those applying for a single registration certificate for multiple activities under s73D of the Environmental Protection Act 1994, and is to be attached to the application form for a registration certificate.

Guide

Please answer the questions on this form in order, unless instructed to go to another question and label attachments alphabetically (e.g. "Attachment A").

1. List all the ERAs to be listed on the registration certificate (including any on an existing certificate that you would like to combine with these new activities).

Details

What is the number of your existing registration certificate (where applicable)?

Details

2-5. While you are not required to provide supporting information, a single registration certificate will not be issued if the administering authority is not satisfied the activities will be carried out as a single integrated operation. These are the four criteria specified in s73F(3) of the Environmental Protection Act 1994 for determining whether the activities will be carried out as a single integrated operation

2. Are the activities listed in section 1 (above) carried out under the day-to-day management of a single responsible person (e.g. site manager or operations manager)?

No → You will not be issued with a single registration certificate.

Yes → Please list name and position of responsible person.

Name & Position of Responsible Person

3. Supporting information could include an operations manual, map or plan that shows where all the sites are located and how environmental management is integrated across these sites.

3. Please complete this question if your activities are to be carried out at two or more places at or about the same time.

Are your activities sufficiently close in distance to make feasible the integrated day-to-day management of the activities?

No → You will not be issued with a single registration certificate.

Yes → Please attach information supporting this.

4. To demonstrate that your activities are operationally interrelated, consider providing the following information:

- a statement about your business and the services it provides (e.g. waste-related services)
- an explanation of the role each activity plays in the enterprise as a whole, including how one activity affects the other (e.g. an extraction company that also undertakes screening; the undertaking of the screening is dependent on the undertaking of the extraction).

5. Examples of causing a lower environmental risk are:

- the design and operation of boiler plant to effectively and efficiently use by-products for energy generation rather than disposal of unwanted by-products to landfill or their efficient combustion as a form of incineration;
- the use of the waste from one facility as a raw material in another as part of the integration of operations; and
- the implementation of cleaner production / environmental management programs has reduced emissions to the general environment per unit production when benchmarked against Australian industry.

6. An example of this is an integrated environmental management system (IEMS). The *Environmental Protection Act 1994* does not require that operators have a certified management system, for example, ISO14001. However, one way for an organisation with extensive operations or many sites to demonstrate that it can effectively manage all the environmental impacts of the activities would be to implement a certified environmental management system or equivalent.

4. Are the activities operationally interrelated?

- No → You will not be issued with a single registration certificate.
- Yes → Please attach information supporting this.

5. Does the integrated operation of the activities lead to a lower risk of environmental harm being caused by the activities?

- No → You will not be issued with a single registration certificate.
- Yes → Please attach information supporting this.

6. Have you attached any other plans or documents that you think would assist the administering authority in making a decision about whether the activities will be carried out as a single integrated operation?

- No
- Yes → Please attach this information.

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

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

<i>Applicant's Signature</i>

<i>Date</i>

8. Applicant checklist

- Application form(s) completed and signed
- Fees paid or enclosed (if applicable)
- Supporting information or accreditation 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.

Please return your completed application kit to:	Attention: Health and Regulatory Services The Chief Executive Officer Mackay Regional Council PO Box 41 MACKAY Q 4740
Telephone:	1300 MACKAY (1300 622 529)
Facsimile:	(07) 4944 2400
E-mail:	council@mackay.qld.gov.au
ABN:	56 240 712 069