

# Application form

## Registration – Environmental Operations

### OFFICIAL USE ONLY

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FILE REF

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PROJECT REF

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### 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").

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 section 73F(3) of the EP Act for determining whether the activities will be carried out as a single integrated operation.

## Attachment 1 – to accompany your application for a registration certificate for multiple ERAs<sup>1</sup>

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.

### ERAs<sup>1</sup> to be included on registration certificate

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

DETAILS

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

DETAILS

- 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 AND POSITION OF RESPONSIBLE PERSON

<sup>1</sup> Other than a mining activity or a petroleum activity.

Attachment 1 – to accompany your application

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

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 inefficient 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 EP Act 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.

**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. 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

**Attachment 1 – to accompany your application**

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**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 and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1867*.
- I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Freedom of Information Act 1992* and the *Evidence Act 1977*.

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| APPLICANT'S NAME |
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| APPLICANT'S SIGNATURE |
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| DATE |
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**8. Applicant checklist**

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

Please return your completed application kit to:

Ecoaccess Customer Service Unit  
Environmental Protection Agency

PO Box 155  
Brisbane Albert Street  
Queensland 4002.

Enquiries: 1300 368 326  
Facsimile: (07) 3115 9600  
Email: [eco.access@epa.qld.gov.au](mailto:eco.access@epa.qld.gov.au)