Department of Justice
WORKPLACE STANDARDS TASMANIA

NOTIFICATION

OF A POSSIBLE MAJOR HAZARD FACILITY (PMHF) OR A POSSIBLE LARGE DANGEROUS SUBSTANCES LOCATION (POSSIBLE LDSL)

SERVICE TASMANIA PRODUCT CODE : 302

EXPLANATORY NOTES

To comply with Section 33, 34, 35 and 48 of the *Dangerous Substances (Safe Handling) Act 2005* (the Act) and Regulation 13 and 15 of the *Dangerous Substances (Safe Handling) Regulations 2009* (the Regulations), this Notification form is to be completed by the occupier of:

- a possible Major Hazard Facility (PMHF) as defined by Section 29(2) of the Act and notifiable in accordance with Sections 33, 34 or 35 of the Act and Regulation 15 of the Regulations, or
- a possible large dangerous substances location (LDSL) as defined by Section 47(3) of the Act and notifiable in accordance with Section 48 of the Act and Regulation 13 of the Regulations.

Assistance in completing this form is available from the Workplace Standards Tasmania (WST) website www.wst.tas.gov.au or by telephoning the WST Helpline on 1300 366 322 (inside Tasmania) or 03 6233 7657 (outside Tasmania).

The publications "Guidelines for Major Hazard Facilities: B – Notification and Classification" and "*Dangerous Substances (Safe Handling) Act 2005* – Dangerous Substances Locations – Guide for Occupiers" are available from the WST website or by contacting the Helpline.

PRIVACY COMPLIANCE STATEMENT

The personal information you provide in this notification will be used by Workplace Standards Tasmania for that purpose and may be used for other purposes permitted by the *Dangerous Substances (Safe Handling) Act 2005* and associated laws.

Your personal information may be disclosed to contractors or agents of Workplace Standards Tasmania, law enforcement agencies, courts and other public sector bodies or organisations authorised to collect it.

This information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by you on request to this Department. You may be charged a fee for this service

HOW TO LODGE THIS FORM

The application must be lodged at a Service Tasmanian Outlet, with payment of the prescribed fee:

- notification of a PMHF (Section 33, 34 or 35 of the Act): 500 fee units = $665 (Regulation 15 of the Regulations)
- notification of a possible LDSL (section 48 of the Act): 100 fee units = $133 (Regulation 13 of the Regulations)

Please ensure before you lodge this form the required sections are completed ☑ and attachments included:

☐ Part A : Reason for notification

☐ Part B : Occupier details

☐ Part C : Facility information

☐ Part D : Contact for notification enquiries

☐ Part E : Attachments for facility - 1,2 (LDSL and PMHF) and 3 (PMHF)

☐ Part F - PMHF **or** Part G - possible LSDL (detailing dangerous substances handled at the facility)

☐ Part H : Declaration (signed and dated by the occupier or a person authorised to act on behalf of the occupier)

It is an offence under section 92 of the Act to provide information in this application knowing it to be false, or to omit any information knowing that without the information the notification is false or misleading.

NOTIFICATION FOR POSSIBLE MAJOR HAZARD FACILITY (PMHF) OR POSSIBLE LARGE DANGEROUS SUBSTANCES LOCATION (POSSIBLE LDSL)

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A. REASON FOR NOTIFICATION

☐ Notification of New PMHF (Section 34 of the Act) Effective Date: / /

☐ Notification of an Existing PMHF (Section 33 of the Act)

☐ Notification of an upgrade of a facility (Section 35 of the Act) Effective Date: / /

Upgrade of LDSL: ☐ Yes ☐ No

☐ Notification of a possible LDSL (Section 48 of the Act)

Re-notification of a location previously notified under Section 48 of the Act - NO FEES APPLY

☐ Change of Occupier - where there is no change to facility or operation

☐ Dangerous substance(s) no longer handled at the location in manifest quantities

☐ Change to dangerous substance(s) handled at the location

B. OCCUPIER DETAILS

Name of occupier:

Trading Name (if different to above):

Business Entity (tick one) → ☐ Company ☐ Sole trader ☐ Partnership ☐ Trust ☐ Other

ABN ACN

Occupier Address

Street Address

Suburb State Postcode

Phone number Fax number

Email address (if any)

Website address (if any)

Postal Address (If identical to Street Address write "AS ABOVE")

Suburb State Postcode

C. FACILITY INFORMATION

Facility Address If identical to Occupier Street Address (Section B) write "OCCUPIER RESIDENT"

Suburb State Postcode

Business Activity

Description of primary business activity

Brief description of activities relating to the dangerous substances in this notification

Is this facility staffed

☐ No Yes → ☐☐ hours per day ☐ days per week

☐☐☐☐ Maximum number of people present at facility any one time on a normal working day (including contractors)

D. CONTACT FOR NOTIFICATION INQUIRIES

This person must be able to provide particulars of the facility if further information is required

☐ Occupier is contact (same as part B) - otherwise

Title Family Surname

Given name

Middle name/Other name

Job Title

Business Phone Business Fax Number Mobile Phone Number

Business Email address (if any)

Postal Address

Suburb State Postcode

E. ATTACHMENTS FOR FACILITY

ATTACHMENT 1 : SITE MAP

Refer to Appendix 13 of the National Code of Practice for the Storage and Handling of Workplace Dangerous Goods [NOHSC: 2017(2001)] for an example of an acceptable site map.

Attached is the Site Map for this facility, which complies with Regulation 22 of the Dangerous Substances (Safe Handling) Regulations 2009.

I certify the attached site map addresses the following compulsory features:

- ☐ is drawn to a scale that adequately demonstrates the details required by the regulations (usually A3 or A4 size, and scale should be shown on map)
- ☐ specifies place and location of the Facility by reference to the Geocentric Datum of Australia, GDA 94 (for more information refer to the publications 'Know Where You Stand with GDA' and 'Maps and the GDA' available online at http://www.icsm.gov.au/gda/)
- ☐ contains the 'property identity number' (PID) of the facility
- ☐ is easy for emergency services personnel to read under difficult conditions
- ☐ shows the location of essential site services including fire services and isolation points for fuel and power
- ☐ shows the location of the manifest for the facility
- ☐ shows the main entrance/exit and other entry/exit points to the facility
- ☐ lists the classes and quantities of dangerous substances handled at the facility
- ☐ shows the location of any dangerous goods, combustible liquids stored and handled with fire risk dangerous goods (where the combustible liquids are in bulk or packaged in an aggregate quantity greater than 1,000 kg or L in a storage area, and C1 combustible liquids when stored and handled in isolation from dangerous goods)
- ☐ shows the size and location of dangerous substances storages and how they are identified
- ☐ shows the nature of adjoining sites or premises
- ☐ includes the location and uses of all buildings, amenities, structures and internal roadways at the facility
- ☐ shows emergency evacuation routes from the facility
- ☐ includes the location of emergency plans at the facility

And contains the following (must be included if at the location) - tick those relevant, and for any features that do not apply an explanation needs to be supplied below in additional comments section

- ☐ contains the manufacturing and process areas
- ☐ contains the location of all drains on the site
- ☐ includes distances between dangerous goods operations and other facilities
- ☐ includes the location of fire mains, hydrants, automatic sprinkler systems, hose reels, portable fire extinguishers and other protective devices
- ☐ includes the location and nature of any fences
- ☐ includes areas of public access adjacent to the site and parking

Additional comments to explain any features not applicable as below (eg "no fences at the location")

_____

_____

Signature: _____ Date: _____

ATTACHMENT 2 : MANIFEST

Refer to Appendix 12 of the National Code of Practice for the Storage and Handling of Workplace Dangerous Goods [NOHSC: 2017(2001)] for an example of an acceptable Manifest

Attached is the manifest for this facility, which complies with Regulation 23 of the Dangerous Substances (Safe Handling) Regulations 2009.

I certify the manifest shows/meets the following required elements:

- ☐ date when the information was prepared
- ☐ name of the occupier and address of premises
- ☐ contact information for two people who may be contacted in case of emergency
- ☐ location and type of storages of dangerous goods, packaged combustible liquids (aggregate greater than 1,000 kg or L in a storage area), and C1 combustible liquids when stored and handled in isolation from dangerous goods
- ☐ Class and Packing Group of dangerous goods at the premises
- ☐ for bulk containers the number and capacity of each bulk container, excluding intermediate bulk containers (IBCs)
- ☐ for packages, containers and IBCs, the current aggregate quantity of dangerous goods or the maximum average quantities of each class of dangerous goods
- ☐ proper shipping name or product name and UN Number for all bulk storages of dangerous goods other than IBCs
- ☐ proper shipping name or product name and UN Number for all Class 2.3 dangerous goods and Packing Group I dangerous goods
- ☐ corresponds to the site map provided with this notification

Signature: _____ Date: _____

ATTACHMENT 3 : PMHF ONLY – BRIEF DETAILS OF DANGEROUS SUBSTANCES EMERGENCIES AND DANGEROUS SITUATIONS THAT HAVE OCCURRED AT THE FACILITY DURING THE PAST 10 YEARS OR FOR THE LIFE OF THE FACILITY WHERE IT IS LESS THAN 10 YEARS

"dangerous substances emergency" means an incident that exposes persons, property or the environment in the vicinity of the place where the incident occurs to an immediate risk of serious harm from one or more of the following:

(a) the escape, spillage or leakage of dangerous substances;

(b) a fire or explosion involving dangerous substances;

(c) a harmful reaction from dangerous substances;

(d) the evolution of flammable, corrosive or toxic vapours from dangerous substances

"dangerous situation", at any premises, means that although there is not a dangerous substances emergency at the premises –

(a) it is likely that there will be a dangerous substances emergency at the premises if appropriate action is not taken; and

(b) it is reasonable to conclude, at the least, that taking the action should not be indefinitely delayed;

I certify that attached are the brief details of all dangerous substances emergencies and dangerous situations during the previous 10 years at the facility, or for the life of the facility where operations have been in existence for less than 10 years.

Signature: _____ Date: _____

F. QUANTITIES OF DANGEROUS SUBSTANCES : PMHF

Do not complete this section if you are notifying as a possible large dangerous substances location (go to section G)

A PMHF is defined as a facility where a dangerous substance is handled in a greater than prescribed quantity; which the occupier intends to use for the handling of a dangerous substance in a greater than prescribed quantity.

The prescribed quantity is :

(a) for a single dangerous substance that is specified in Schedule 1 of the MHF National Standard, a quantity greater than 10% of the quantity specified for that dangerous substance in that Schedule; and

(b) for a group of dangerous substances that are each specified in Schedule 1 of the MHF National Standard, any quantity if a calculation of the aggregation rule in respect of those dangerous substances as set out in that Schedule yields a number greater than 0.1

The quantities must be entered in tonnes of material. Do not use water capacity or other measures of capacity for tanks or cylinders. See Schedule 1 Tables 1, 2 and 3 of the National Code of Practice for the Control of Major Hazard Facilities [NOHSC:2016(1996)] and the publication "Guidelines for Major Hazard Facilities: B – Notification and Classification" (available from Workplace Standards Tasmania) for guidance in completing this section

Notes to Table 1

- The UN number listed against the named material is given for information only. It does not restrict the meaning of the name, which also applies to material which fall outside the UN number, for example, because they are too dangerous to transport or are part of mixtures covered by another UN number. However, any material which is covered by the listed UN numbers must be included in the quantity of the material named.

- If a scheduled material is part of a mixture, the equivalent quantity should be calculated as shown in Example 2 in Chapter 16 of the National Code of Practice for the Control of Major Hazard Facilities [NOHSC:2016(1996)]

Individual Dangerous Substances specified in Table 1 of Schedule 1 of the MHF National Standard

Material	UN Number	Threshold quantity (tonnes) (Q)	Total quantity in process (tonnes)(p)	Total quantity in storage (tonnes)(s)	Total Quantities (tonnes) (q = p + s)	Fraction (q/Q)
ACETONE CYANOHYDRIN	1541	20				
ACETYLENE	1001	50				
ACROLEIN	1092	200				
ACRYLONITRILE	1093	200				
ALLYL ALCOHOL	1098	20				
ALLYLAMINE	2334	200				
AMMONIA, ANHYDROUS, LIQUEFIED or AMMONIA SOLUTIONS, relative density less than 0.880 at 15°C in water, with more than 50% ammonia	1005	200				
AMMONIUM NITRATE FERTILIZERS	2067 2068 2069 2070	5000				
AMMONIUM NITRATE, with not more than 0.2% combustible substances, including any organic substance calculated as carbon, to the exclusion of any other added substance	1942	2500				
ARSENIC PENTOXIDE Arsenic(V) acid and other salts	1559	10				
ARSENIC TRIOXIDE, Arsenious (III) Acid and other salts	1561	0.10				

Material	UN Number	Threshold quantity (tonnes) (Q)	Total quantity in process (tonnes)(p)	Total quantity in storage (tonnes)(s)	Total Quantities (tonnes) (q = p + s)	Fraction (q/Q)
ARSINE	2188	0.01				
BROMINE or BROMINE SOLUTIONS	1744	100				
CARBON DISULFIDE	1131	200				
CHLORINE	1017	25				
DIOXINS		0.10				
ETHYL NITRATE		50				
ETHYLENE DIBROMIDE	1605	50				
ETHYLENE OXIDE	1040	50				
ETHYLENEIMINE	1185	50				
FLUORINE	1045	25				
FORMALDEHYDE	1198 2209	50				
HYDROFLUORIC ACID SOLUTION (greater than 50%)	1790	50				
HYDROGEN	1049	50				
HYDROGEN CHLORIDE - Anhydrous - Refrigerated liquid	 1050 2186	 250 250				
HYDROGEN CYANIDE	1051 1614	20				
HYDROGEN FLUORIDE	1052	50				
HYDROGEN SULFIDE	1053	50				
LP GASES	1011 1012 1075 1077 1978	200				
METHYL BROMIDE	1062	200				
METHANE, or NATURAL GAS	1971 1972	200				
METHYL ISOCYANATE	2480	0.15				
OXIDES OF NITROGEN, including nitrous oxide, nitrogen dioxide and nitrogen trioxide	1067 1070 1660 1975 2201 2421	50				
OXYGEN	1072 1073	2000				
PHOSGENE	1076	0.75				
PROPYLENEIMINE	1921	200				
PROPYLENE OXIDE	1280	50				
SODIUM CHLORATE, solid	1495	200				
SULFURIC ANHYDRIDE (Alt: SULFUR TRIOXIDE)	1829	75				
SULFUR DICHLORIDE	1828	1				
SULFUR DIOXIDE, LIQUEFIED	1079	200				
TITANIUM TETRACHLORIDE	1838	500				
TOLUENE DIISOCYANATE	2078	200				

Classes of Dangerous Substances specified in Table 2, but not specified in Table 1, of Schedule 1 of the MHF National Standard (grouped) Do not include any specific dangerous substances you have already listed in Table 1 above.

Explosive materials	Threshold quantity (tonnes) (Q)	Total quantity in process (tonnes)(p)	Total quantity in storage (tonnes)(s)	Total Quantities (tonnes) (q = p+s)	Fraction (q/Q)
Explosives of Class 1.1A	10				
All other Explosives of Class 1.1	50				
Explosives of Class 1.2	200				
Explosives of Class 1.3	200				
Compressed and Liquefied Gases					
Compressed or liquefied gases of Class 2.1 or Subsidiary Risk 2.1	200				
Liquefied Gases of Subsidiary Risk 5	200				
Compressed or liquefied gases which meet the criteria for Very Toxic in Table 3 of Schedule 1 of the MHF National Standard	20				
Compressed or liquefied gases which meet the criteria for Toxic in Table 3 of Schedule 1of the MHF National Standard	200				
Flammable Materials					
Liquids which meet the criteria for Class 3 Packing Group I (Except for crude oil in remote locations)	200				
Crude oil in remote locations which meet the criteria for Class 3 Packing Group I	2000				
Liquids which meet the criteria for Class 3 Packing Group II or III	50000				
Liquids with flashpoints < 61°C kept above their boiling points at ambient conditions	200				
Combustible solids which meet the criteria for Class 4.1 Packing Group I	200				
Spontaneously combustible materials which meet the criteria for Class 4.2 Packing Group I or II	200				
Materials which liberate flammable gases or react violently on contact with water which meet the criteria for Class 4.3 Packing Group I or II	200				
Materials which belong to Classes 3 or 8 Packing Group I or II which have Hazchem codes of 4WE (materials which react violently with water)	500				
Oxidising Materials					
Oxidising material listed in Table 9.6 of the ADG Code	50				
Oxidising materials that meet the criteria for Class 5.1 Packing Group I or II	200				
Peroxides					
Peroxides which are listed in Section 9.6 of the ADG Code	50				
Organic Peroxides which meet the criteria for Class 5.2	200				
Toxic Solid and liquids					
Materials which meet the criteria for Very Toxic in Table 3 of Schedule 1of the MHF National Standard	20				
Materials which meet the criteria for Toxic in Table 3 of Schedule 1of the MHF National Standard	200				

G. QUANTITIES OF DANGEROUS SUBSTANCES : POSSIBLE LDSL

Do not complete this section if you are notifying as a possible major hazard facility.

A possible LDSL is defined as a facility where dangerous goods or combustible liquids are, or are likely to be, handled at the location in a greater than prescribed quantity:

(a) for a combustible liquid of any specific kind, a quantity equal to or greater than the manifest quantity in column 5 of Schedule 1 of the National Standard for the Storage and Handling of Workplace Dangerous Goods [NOHSC: 1015(2001)]

(b) for dangerous goods of any specific kind other than explosives, a quantity equal to or greater than the manifest quantity in column 5 of Schedule 1 of the National Standard for the Storage and Handling of Workplace Dangerous Goods [NOHSC: 1015(2001)]

(c) for explosives greater than the amount specified in regulation 11 of the Regulations.

Refer to the National Standard for the Storage and Handling of Workplace Dangerous Goods [NOHSC: 1015(2001)] and the publication "Dangerous Substances (Safe Handling) Act 2005 – Dangerous Substances Locations – Guide for Occupiers" (available from Workplace Standards Tasmania) to provide guidance in completing this section

Table 1: Dangerous Substances

Type of Dangerous Substance	Packing Group (PG)	Manifest quantity	Quantity at Facility
Class 2.1	NA	5000 L	
Class 2.2 (subsidiary risk 5.1)	NA	10,000 L	
Class 2.2 (other)	NA	10,000 L	
Class 2.3	NA	500 L	
Aerosols	NA	10,000 L	
Cryogenic Fluids	NA	10,000 L	
Class 3	I	500 kg or L	
	II	2,500 kg or L	
	III	10,000 kg or L	
Total (if individual PG limit not met)		10,000 kg or L	
Class 4.1	I	500 kg or L	
	II	2,500 kg or L	
	III	10,000 kg or L	
Total (if individual PG limit not met)		10,000 kg or L	
Class 4.2	I	500 kg or L	
	II	2,500 kg or L	
	III	10,000 kg or L	
Total (if individual PG limit not met)		10,000 kg or L	
Class 4.3	I	500 kg or L	
	II	2,500 kg or L	
	III	10,000 kg or L	
Total (if individual PG limit not met)		10,000 kg or L	
Class 5.1	I	500 kg or L	
	II	2,500 kg or L	
	III	10,000 kg or L	
Total (if individual PG limit not met)		10,000 kg or L	
Class 5.2	I	500 kg or L	
	II	2,500 kg or L	
	III	10,000 kg or L	
Total (if individual PG limit not met)		10,000 kg or L	

Type of Dangerous Substance		Packing Group (PG)	Manifest quantity	Quantity at Facility
Class 6.1		I	500 kg or L	
		II	2,500 kg or L	
		III	10,000 kg or L	
Total (if individual PG limit not met)			10,000 kg or L	
Class 8		I	500 kg or L	
		II	2,500 kg or L	
		III	10,000 kg or L	
Total (if individual PG limit not met)			10,000 kg or L	
Class 9		II	10,000 kg or L	
		III	10,000 kg or L	
Mixed classes of stated dangerous goods where none of the quantities exceed the individual threshold			10,000 kg or L	
Goods too dangerous to be transported			50 kg or L	
Combustible liquids with fire risk dangerous goods (includes both C1 and C2			10,000 kg or L	
C1 combustible liquids			100,000L bulk or packaged	
Explosives (any combination of)	blasting explosives, Type 2 fireworks, Type 3 fireworks		200 kg	
	propellant, black powder, cartridges		100 kg	
	detonators		500	
	distress signals, special explosive devices, specialised rockets		50 kg	

H. DECLARATION

If this notification is given by a Corporation, it must be signed by the Chief Executive Officer of the Corporation or another officer of the Corporation authorised by the Chief Executive Officer.

I (full name):

holding the position of *(job title)*:

In *(registered name of organisation)*:

at *(business address or location)*:

Hereby declare that :

- I am 18 years of age or over
- I am aware that it is an offence under section 92 of the Act to provide information in this application knowing it to be false or misleading, or to omit any information knowing that without the information the notification is false or misleading

And that to the best of my knowledge and belief:

(a) The information contained in this notification is true and correct
(b) I am authorised to complete this application and make this declaration on behalf of the occupier

Date: / /

METHOD OF PAYMENT

Service Tasmania Product Code: 302

PAYMENT OF LICENCE FEE CAN BE MADE in person at any **Service Tasmania** shop
Or
MAIL PAYMENT (cheque/credit card) to:
Workplace Standards Tasmania PO Box 56 ROSNY PARK TAS 7018

Credit Card Details: Mastercard ☐ Visacard ☐ Amount Paid: _____ Credit Card Number: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ Card Expiry Date: ___/ ___		
Cardholder's Name: *(Block Letters)*	Phone No.	Signature: _____