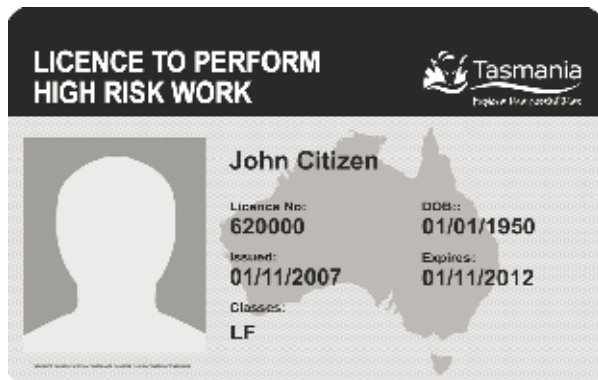


Old Certificate of Competency



New Licence



For Further Information contact

Workplace Standards
Tasmania

Helpline

1300 366 322

Licence to Perform High Risk Work

Information Booklet

Department of Justice
Workplace Standards Tasmania



NATIONAL CERTIFICATE OF COMPETENCY

If you currently hold a National Certificate of Competency card, containing one or more classes, you can transfer these classes to a Licence to Perform High Risk Work.

New requirements have been introduced nationally, as a result of recent independent reviews of the current national certificate arrangements for people performing high risk work.

All existing certificates of competency cards will expire on specified dates. If you wish to continue working in the current held classes then you will be required to transfer your Certificate of Competency to a Licence to Perform High Risk Work no later than the expiry date specified under Schedule 13 of the *Workplace Health and Safety Regulations 1998* (also shown below):

National Certificate of Competency—

- Issued between 1 January 1996 and 31 December 1998 will become invalid on 30 June 2009
- Issued between 1 January 1999 and 31 December 2001 will become invalid on 30 June 2010
- Issued between 1 January 2002 and 31 December 2004 will become invalid on 30 June 2011
- Issued between 1 January 2005 and 16 October 2007 will become invalid on 30 June 2012.

Department of Justice

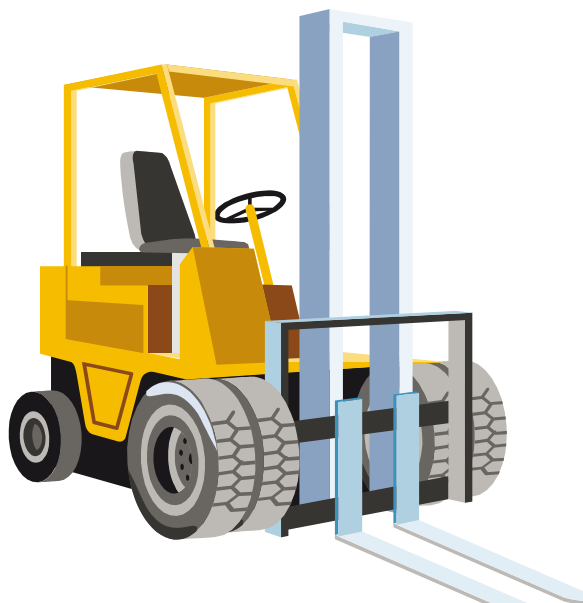
CHANGES INCLUDE

The changes include:

- 'Certificates of Competency', as they were known, will become known as a 'licence'.
- Licences issued from 17 October 2007 will be issued in the current plastic card form.

Licences will now be issued with an expiry date (5 years from the original date of issue).

- Licences will be issued with photo identification of the holder.



Licence to Perform High Risk Work

TRANSFERRING YOUR CERTIFICATE OF COMPETENCY

Obtain an application form for a Licence to Perform High Risk Work. These are available from our website, by contacting our Helpline or Service Tasmania.

To lodge your application, take it in person to a Service Tasmania outlet.

You must ensure that your application form is completed correctly and you have all supporting documentation required.

If you are applying to transfer endorsements on a current Certificate of Competency to a Licence to Perform High Risk Work ensure you have recorded your old certificate number, state it was issued and class code on the application form.

Ensure your personal details are correct and include a contact telephone number.

The Service Tasmania Officer will check your application form, verify that you are the person in the application, take your photograph, witness your signature, accept your application fee and provide you with a receipt.

Service Tasmania will then forward your application to Workplace Standards. You will receive your new licence in the mail.

Should there be any queries with your application Workplace Standards will contact you.