

E103 - Licence to Import/Export Application Form

Individual, Corporate or Partnership
Explosives Act 1999



Resources Safety & Health
Queensland

Important information on completing this application form

- This application form is intended for an individual, corporation or partnership applying for a Licence to Import Explosives directly into Queensland from another country OR for a Licence to Export Explosives directly from Queensland to another country (refer S25, Explosives Regulation 2017).
- A **corporation** is a *registered company, association or club, co-operative trading society or government agency*.
- A **listed corporation** means a body corporate that is included in an official list of a prescribed financial market. The term “prescribed financial market” is defined as meaning “a financial market that is prescribed by regulations made for the purpose of this definition”. Each of the following financial markets are prescribed as a prescribed financial market in section 1.0.02A of the Corporations Regulation 2001:
 - (a) Asia Pacific Exchange Limited;
 - (b) ASX Limited;
 - (c) Chi-X Australia Pty Ltd;
 - (d) National Stock Exchange of Australia Limited;
 - (e) SIM Venture Securities Exchange Ltd.
- A **partnership** is the relation which subsists between persons carrying on a business in common with a view to profit. This includes a *limited liability partnership, an incorporated limited liability partnership or traditional partnership* (often referred to as ‘firm’ which doesn’t include incorporation or limited liability).
- A **Licence to import explosives** authorises the holder of the authority to:
 - a) bring the explosives stated in the licence into the State from another country; and
 - b) possess the explosives for the purpose of bringing them, under the licence, into the State.
- A **Licence to export explosives** authorises the holder of the authority to:
 - a) send the explosives stated in the licence from the State to another country; and
 - b) possess the explosives for the purpose of sending them, under the licence, to another country.
- Where documents are required to be certified, they must be a certified copy of the original document and be certified only by a lawyer, justice of the peace, notary public or commissioner for declarations.
- The information entered onto this form must be printed in blue or black ink.
- Each box in the relevant ‘**Required items**’ sections of this form must be completed.
- The application form must be; completed in full, signed and dated.
- Ensure the correct fee(s) is paid for the licence period applied for (refer [Information Bulletin No 37](#)).

REQUIRED ITEMS: (tick if provided or cross if not provided)

- Payment or proof of payment of licence fee for selected period
- For SSE³ (see *definitions on page 3*) a copy of the safety and security management system, including risk assessments, security plan, emergency response plan, procedures and controls (refer section 46A to 46D & Schedule 3 of the Explosives Regulation 2017)
- For non-SSE, a copy of your procedures and controls, to a standard acceptable to the Chief Inspector of Explosives (refer Section 46A to 46D & Schedule 3 of the Explosives Regulation 2017).
- For non-SSE, if applying for a licence to import or licence to export only explosive(s) which are not security sensitive explosives (see definitions on page 3), the individual, directors, partners or nominated responsible person (publicly listed corporations only) must provide certified copies of two or more forms of identification using current and official documents which displays:
 - full and current name;
 - date and place of birth;
 - current nationality;
 - photographic identification;
 - current addressDocuments may include driver's licence, weapons licence or other licence issued by a Government agency, passport, employee identification card, birth certificate, rates notice, phone, gas or electricity bill, and should include any document authorising name changes.
- Evidence of authority to possess the explosive in Queensland.

Corporations only (does not include government agencies):

- A certified copy of the current Certificate of Incorporation.
- For registered companies, an ASIC extract which lists the current officeholders and persons having interest in the corporation. For co-operative trading societies, clubs or associations, a copy of the annual return to the Office of Fair Trading or any other official documentation that provides a list of current officeholders

Listed corporations only:

- Listed corporations must nominate a director or employee of the corporation as a responsible person for matters relating to explosives. This person must hold a security clearance. Refer [E114 – nominated responsible person application form](#).

Partnerships only:

- A certified copy of the current *Certificate of Registration* of the business name
- A certified copy of evidence of registration of the partnership under the *Partnership Act 1891* or a Statutory Declaration from each partner confirming: the name of the partnership; the name, address and contact details of each partner and the business in which the partnership is engaged

SECTION 1 – APPLICATION DETAILS: Period applying for: 1 year 5 years

Licence type applying for (one type only per application): Licence to import Licence to export

Applying as: Individual (go to [section 2](#)) Corporation (go to [section 3](#))

Partnership (go to [section 3](#)) Listed corporation (go to [section 4](#))

SECTION 2 – INDIVIDUALS ONLY - Have you applied for, or do you hold, a current security clearance?

YES **SECURITY CLEARANCE NO:**
(Provide if known, first 8 digits only)

NO If **NO**, please note that your application may be refused unless you hold a valid security clearance when the licence application is being decided. If you are applying for an authority that does not require a security clearance (refer to [Information Bulletin 74](#)) please indicate this by ticking this box

Individual applicant details:

Title: **First name:** **Middle name(s):** **Last name:**

Date of birth: **Place of birth:** **Current nationality:** **Gender:** Female Male

Drivers licence number: **Drivers licence state:** **Email:**

Business phone: **Private phone:** **Mobile phone:** **Emergency phone:**

Residential address: **Suburb or town:** **State:** **Post code:**

Postal address (Same as above): **Suburb or town:** **State:** **Post code:**

Continue to [section 5](#)

SECTION 3 – CORPORATE/PARTNERSHIP APPLICANT'S ONLY:

Have all directors (corporations) or partners (partnerships) applied for, or do they hold a current security clearance?

YES **NO** If **NO**, please note that your application may be refused unless all directors/partners hold a current security clearance when the licence application is being decided. If you are applying for an authority that does not require a security clearance (refer to [Information Bulletin 74](#)) please indicate this by ticking this box

List names and security clearance number (if known) for each director/partner:

(1) Name:	Security Clearance no:
(2) Name:	Security Clearance no:
(3) Name:	Security Clearance no:
(4) Name:	Security Clearance no:
(5) Name:	Security Clearance no:

Continue to [section 5](#)

SECTION 4 – LISTED CORPORATION APPLICANTS ONLY: Has the nominated responsible person applied for or hold a current security clearance? Refer [E114 – nominated responsible person application form](#)

YES **NO** If **NO**, please note that your application may be refused unless the nominated responsible person holds a current security clearance when the licence application is being decided. If you are applying for an authority that does not require a security clearance (refer to [Information Bulletin 74](#)) please indicate this by ticking this box

List the name and security clearance number (if known) of the nominated responsible person:

(1) Name:	Security Clearance no:
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Continue to [section 5](#)

SECTION 5 – FOR CORPORATE/PARTNERSHIP APPLICANT’S ONLY:

Corporate/partnership name: (as displayed on the Certificate of Incorporation or Certificate of Registration)

Trading Name/s:

A.B.N.

A.C.N.

Registered business address

Address:

Suburb or town:

State:

Postcode:

Postal address or PO Box

Address:

Suburb or town:

State:

Postcode:

Authorised contact details (for all contact from the Explosives Inspectorate):

Title:	First name:	Middle name(s):	Last name:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Position:	Email:
<input type="text"/>	<input type="text"/>

Business phone:	Private phone:	Mobile phone:	Emergency phone:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Continue to [section 6](#)

SECTION 6 – IMPORT/EXPORT DETAILS:

Explosives to be imported/exported

	Description (i.e. product name)	Authorised Name & UN No.
Blasting explosives ¹	<input type="text"/>	<input type="text"/>
Fireworks	<input type="text"/>	<input type="text"/>
Propellant powders	<input type="text"/>	<input type="text"/>
Ammunition	<input type="text"/>	<input type="text"/>
Distress signals	<input type="text"/>	<input type="text"/>
SSAN ²	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>

Continue to [section 7](#)

Definitions

- Blasting explosives**¹ means explosives used for blasting or producing a similar effect. Examples include ANFO (Ammonium Nitrate Fuel Oil), boosters, cartridges (plugs or sticks), detonators, detonating cord, precursors including ANE (Ammonium Nitrate Emulsion) and TNT.
- SSAN**² means ammonium nitrate (AN) or a solid substance that consists of a mixture of AN and another substance of more than 45% AN by mass and not classified as Class 1 explosive. Examples include Ammonium Nitrate Prill (ANP) and Calcium Ammonium Nitrate (CAN).
- SSE** means security sensitive explosives which ammunition (excluding small arms ammunition), blasting explosive, propellant powder, firework (other than an unrestricted firework), pyrotechnic substance used in a firework or SSAN.

SECTION 7 - STATEMENT OF REASON

Enter statement of reason below outlining – the reason for the licence, the proposed explosives activities and details of any other licences being applied for in association with the proposed explosives activities (Note: it is optional to attach supporting evidence of experience):

SECTION 8 – PRIVACY STATEMENT AND DECLARATION

Privacy statement

Resources Safety & Health Queensland collects personal information from you, including your name, contact details, biometric information and information about your eligibility for an occupational authority. We collect this information to process your application for an authority and for administering authorities generally. The *Explosives Act 1999* allows or authorises us to collect this personal information. Your information may be reproduced on your authority, used in the administration of your authority and may be shared with other persons, including other Australian and New Zealand explosives regulators. This may include publishing authority details, other than your contact details, in an online register of authority holders. Your information may also be used to provide you with explosives safety updates, for statistical research, for auditing purposes, evaluation and reporting of our services. We will only use your information for these purposes. It will otherwise not be used or disclosed unless authorised or required by law. Your personal information will be handled in accordance with the *Information Privacy Act 2009*.

DECLARATION: I, as the individual applicant, authorised contact, director, partner or nominated responsible person, hereby make application and declare the information provided to be true and accurate to the best of my knowledge at this time. Should this application be successful, the applicant agrees to comply with the *Explosives Act 1999*, Explosives Regulation 2017 and any conditions imposed.

- (If an individual) I acknowledge that any security sensitive authorities issued to me may be suspended or cancelled if the security clearance held by me has expired, or is cancelled, suspended or surrendered.
- (If a listed corporation) I acknowledge that any security sensitive authorities issued to the publicly listed corporation may be suspended or cancelled if there is not a responsible person for the corporation or the security clearance held by the responsible person has expired, or is cancelled, suspended or surrendered.
- (If a corporation) I acknowledge that any security sensitive authorities issued to the corporation may be suspended or cancelled if the security clearances held by the directors of the corporation expire, or are cancelled, suspended or surrendered.
- (If a partnership) I acknowledge that any security sensitive authorities issued to the partnership may be suspended or cancelled if the security clearances held by the partners expire, or are cancelled, suspended or surrendered.

The applicant acknowledges that;

- it is an offence under Section 188 of the Explosives Regulation 2017 to provide false or misleading information in any application for an authority or renewal of an authority; and
- under section 15, 16 & 16A of the *Explosives Act 1999*, the Chief Inspector may make inquiries about a person's appropriateness to hold an authority; and
- under section 17 of the *Explosives Act 1999*, the Chief Inspector must refuse an application for a security sensitive authority unless the applicant holds a security clearance; and
- under section 23(1)(a) of the *Explosives Act 1999*, an authority issued based on incorrect or misleading information may be cancelled.

Title:

First name:

Last name:

SIGNATURE (PLEASE SIGN WITHIN BOX)

DATE

End of application.