

# E100 - Occupational Authority Application Form

Licence to use explosives, fireworks operator licence, shotfirer licence, explosives driver licence or licence to collect ammunition

*Explosives Act 1999*



Resources Safety & Health  
Queensland

## Important information on completing this application form

- This form must only be used by an individual to apply for an occupational authority (i.e. licence to use explosives, fireworks operator licence, shotfirer licence, explosives driver licence or licence to collect ammunition) in Queensland.
- If applying for mutual recognition of your interstate occupational authority, visit [here](#).
- 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**.
- A current security clearance is required for the issue of an occupational authority relating to security sensitive explosives (applies for most authority types) – see [Information Bulletin 74](#) for exceptions.
- All applicants must allow the chief inspector to take and keep their biometric information (biometric information means a digital photo of the applicant and their digitised signature) for use under the Act, which may include for the purpose of being reproduced on an occupational authority.
- Relevant biometric information kept by the chief inspector that was provided within the past 5 years (e.g. in relation to a security clearance held by the applicant) will be used in relation to an application for an occupational authority.
- The information entered onto this form must be printed in blue or black ink.
- Only one licence type may be applied for per application form.
- Each box in the relevant **'Required items'** sections of this form must be completed. Please refer to the occupational authority licensing matrix for more information on specific requirements.
- Evidence of experience is optional except where specifically stated under 'Required items'
- The application form must be; completed in full, signed and dated.
- If your address details have changed, you must provide evidence that displays your current address (e.g. a copy of your drivers licence, utility bill, etc).
- Ensure the correct fee(s) is paid for the licence period applied for (refer [Information Bulletin No 37](#)).

### 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*.

## SECTION 1 – DO YOU HOLD OR HAVE YOU APPLIED FOR A SECURITY CLEARANCE?

**YES** **SECURITY CLEARANCE NO:**

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(Provide if known, first 8 digits only)

**NO** If **NO**, please note that your application may be refused unless you hold a 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](#)) you 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 address

Documents 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.

- a passport sized photo of yourself taken within the past 6 months along with your completed application.

## SECTION 2 - WHICH LICENCE TYPE ARE YOU APPLYING FOR?

- LICENCE TO USE EXPLOSIVES** ([more information](#))..... Proceed to [section 3](#)
- FIREWORKS OPERATOR LICENCE** ([more information](#))..... Proceed to [section 4](#)
- LICENCE TO COLLECT AMMUNITION** ([more information](#))..... Proceed to [section 5](#)
- EXPLOSIVES DRIVER LICENCE** ([more information](#))..... Proceed to [section 6](#)
- SHOTFIRER LICENCE** ([more information](#))..... Proceed to [section 7](#)

**SECTION 3 - LICENCE TO USE EXPLOSIVES - Period applying for:**  1 year  5 years

**Licence class** (tick as appropriate, refer to document [Competency Requirements for licence to use explosives](#) for quantity restrictions and units of competency required.)

Blasting explosives  Propellant powders  SSAN  Ammunition  Pyrotechnics  Fireworks  Other

If other, specify:

Purpose for which explosives will be used (attach if required):

Proposed storage method and location for explosives (attach if required):

**Required items – (please ensure all items are completed)**

- A certified copy of a **statement of attainment** from a [registered training organisation](#) with the relevant [units of competency](#) for the category of licence being applied for. The statement of attainment must be dated within the past 5 years. **(Not required for high powered rocketry applicants)**
- A certified copy of a [F3712 – Medical certificate for motor vehicle driver](#) or an acceptable equivalent (i.e. any assessment form issued by a government agency assessing a person’s fitness to drive) issued within the past 3 years and completed to commercial standards. **(Not required for high powered rocketry applicants)**
- A detailed statement of the length and nature of your experience in the use of explosives, including period over which experience was gained. This should be supported by copies of log books and a statement from your present or past employer(s).

Continue to [section 8](#)

**SECTION 4 - FIREWORKS OPERATOR LICENCE - Period applying for:**  1 year  3 years

**Types of fireworks displays** (tick as appropriate):

*Note: For special effects applicants: Please contact your nearest [regional office](#) for requirements.*

- Outdoor displays – 75mm max aerial shells includes ground level and firecrackers
- Outdoor displays – 100mm max aerial shells includes ground level and firecrackers
- Outdoor displays – 150mm max aerial shells includes ground level and firecrackers
- Outdoor displays – unlimited size aerial shells includes ground level and firecrackers
- Outdoor displays – firecrackers only  Close proximity displays  Special effects
- Other (please specify):

**Required items – (please ensure all items are completed)**

- A certified copy of a statement of attainment from an approved [registered training organisation](#) with the relevant [units of competency](#) for the category of licence being applied for. The statement of attainment must be dated within the past **3 years**.
- A certified copy of a [F3712 – Medical certificate for motor vehicle driver](#) or an acceptable equivalent (i.e. any assessment form issued by a government agency assessing a person’s fitness to drive) issued within the past **3 years** and completed to commercial standards.
- A certified copy of your current Senior First Aid Certificate or equivalent dated within the past **3 years**.

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**SECTION 5 - LICENCE TO COLLECT AMMUNITION - Period applying for:**  1 year  5 years

**Type of ammunition to be collected:**

- Small arms (not greater than 25.4mm calibre)
- Other ammunition (greater than 25.4mm calibre and other items e.g. grenades/mortars/cartridge cases/shells)

**Storage address details:**

**Are you a member of an approved collectors’ association?**  Yes  No

**If yes, name of association:**

**Required items – (please ensure all items are completed)**

- If you are applying for a licence to collect ammunition and are the holder of an authority issued under the *Weapons Act 1990*, please provide a certified copy of the authority.
- If you are applying for a licence to collect ammunition and are the holder of an authority issued under the *Weapons Act 1990*, please provide a passport photo signed and dated within the last 6 months.
- Details of articles to be collected.

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**SECTION 6 - EXPLOSIVES DRIVER LICENCE - Period applying for:**  1 year  5 years

Which class/category of explosives driver licence are you applying for? (please refer to [Competency requirements for explosives driver licences](#) to ensure you have the appropriate training)

Class 1, Category 1  Class 1, Category 2  Class 1, Category 3  Class 5.1

Do you hold a valid driver licence?

Yes  No State of issue:  Driver licence number:

Have you held any other driver licence(s) issued in other states in the last 5 years? (attach details if required)

Yes  No State of issue:  Driver licence number:

Have you (in Queensland or elsewhere):

- A.  Yes  No - Ever had your driver licence suspended or cancelled?  
B.  Yes  No - Ever been disqualified from holding or obtaining a driver licence?  
C.  Yes  No - In the last three years, received a notice in relation to any traffic offence other than parking? (for example, speeding, failure to give way, etc.)  
D.  Yes  No - Have you ever had an Explosives/Dangerous Goods Driver Licence in another state or country suspended, cancelled, or refused?

If yes to any of the above, you must attach details with the application.

**Required items – (please ensure all items are completed)**

- All applicants must be 21 years of age or more.  
 A certified copy of your valid driver licence.  
 The applicant must provide a certified copy of their [traffic history](#) issued by the jurisdiction that issued the applicant's valid driver licence. The traffic history report must be dated within 30 days from the date the application is submitted and include either:  
a) at least the last 5 years of driving history from the date the traffic history report is obtained (date printed on traffic history report); or  
b) if the person has a driving history that is less than 5 years, the period from when the licence was first issued to the date the traffic history report is obtained.  
 A certified copy of a statement of attainment from an approved registered training organisation with the relevant units of competency. The statement of attainment must be dated within the past **3 years**. ([More information](#))  
 A certified copy of a [F3712 – Medical certificate for motor vehicle driver](#) or an acceptable equivalent (i.e. any assessment form issued by a government agency assessing a person's fitness to drive) issued within the past 3 years and completed to commercial standards.  
 (**Class 1, Category 3 Only**) The applicant must also provide a written statement from a current or previous employer showing that the applicant has performed 50 hours under the direct supervision of a driver experienced in the transport of explosives as per the [Australian Code For The Transport of Explosives By Road And Rail – Third Edition \(AEC3\)](#) clause 8.4.3 (b).

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**SECTION 7 - SHOTFIRER LICENCE - Period applying for:**  1 year  5 years

Shotfirer licence classes (tick as appropriate, refer to document [Competency requirements for Queensland shotfirer licences](#) for restrictions and competency units required for each class):

- |  |  |
|--|--|
| <input type="checkbox"/> Aboveground - agricultural                      | <input type="checkbox"/> Underground - coal                        |
| <input type="checkbox"/> Aboveground - open cut (metalliferous and coal) | <input type="checkbox"/> Underground - metalliferous               |
| <input type="checkbox"/> Aboveground - quarrying                         | <input type="checkbox"/> Underground - construction and tunnelling |
| <input type="checkbox"/> Aboveground - construction                      |  |
| <input type="checkbox"/> Aboveground - seismic                           |  |

**Required items – (please ensure all lines are completed)**

- All applicants must be 18 years of age or more.  
 A certified copy of a statement of attainment from a [registered training organisation](#) with the relevant units of competency for the class of shotfirer licence being applied for. The statement of attainment must be dated within the past **5 years**.  
 A certified copy of a [F3712 – Medical certificate for motor vehicle driver](#) or an acceptable equivalent (i.e. any assessment form issued by a government agency assessing a person's fitness to drive) issued within the past 3 years and completed to commercial standards.

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## SECTION 8 - INDIVIDUAL APPLICANTS DETAILS

Title:	First name:	Middle name(s):	Last name:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Date of birth:	Place of birth:	Current nationality:	Gender:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Female <input type="checkbox"/> Male	
Drivers licence number:	Drivers licence state:	Email:		
<input type="text"/>	<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"/>	
Residential address:	Suburb or town:	State:	Post code:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Postal address ( <input type="checkbox"/> Same as above):	Suburb or town:	State:	Post code:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

## SECTION 9 - 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:

## SECTION 10 - DECLARATION

I 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, I agree to comply with the *Explosives Act 1999*, *Explosives Regulation 2017* and any conditions imposed.

### I give my consent:

- for the chief inspector or delegate, to contact any Registered Training Organisation, medical practitioner or government agency I have disclosed in my supporting documentation for the purpose of verifying the documents supplied with my application; and
- for the chief inspector to take, keep and use my biometric information in accordance with the *Explosives Act 1999*.

### I acknowledge 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.

### INDIVIDUAL MAKING APPLICATION:

Title:  First name:  Last name:

SIGNATURE (PLEASE SIGN WITHIN BOX)

DATE

End of application.