

Form 588

Notification of changes to information for a major hazard facility (MHF)

V10.11.2023

Operators may be required to complete this form when notifying the regulator of changes to information that are a material particular to the licence under s.588 of the *Work Health and Safety (WHS) Regulation 2011*.

1 MHF information

Trading name			
Location	Number	Street name	
	Suburb/locality	State	Postcode
Property data	Lot	Plan	
	Latitude	Longitude	
	<i>(Coordinate location of MHF's main entrance to six decimal places.)</i>		
Licence number			

2 MHF operator

Full entity name (i.e. legal name)			
Business/trading name	ABN	ACN	
	<i>The ABN or ACN must be attached to the legal name of the entity.</i>		
Postal address	PO Box or property name		
	Number	Street name	
	Suburb/locality		
	State	Postcode	

3 Basis for the notification of changes to information

Summary of change

Provide a short description of the change.

Proposed timing or date for change

Provide an estimate of when the change to the information is likely to be implemented.

4 Details of change to facility

Description

Provide a description of the proposed change including any changes to the quantities, location on plant, operational, processes and management system changes that are planned or proposed. (Where there is insufficient space, provide an attachment to this form.)

Does this change under s.569(1) alter the following elements of the safety case? (Tick all that apply)

- The safety assessment.
- The emergency plan.
- The safety management system.

Does this change trigger an update to (tick all that apply):

- an approval for a material change of use, or alter a land use approval or a condition(s) against the land use approval?
- a revision of the safety case (s.570)?
- a licence amendment (s.590)?
- a transfer of a licence to a new operator (s.600)?
- a revision of the operator's declarations?

If the change will trigger a land use safety approval process, then the description and changes to the consequence and risk profile should be assessed against state code 21 in the change application. Refer to that documentation and provide an overview of the change below.

Describe the detail of the change below. If the change information exceeds the available space, attach supporting documentation and list the names of the supporting documents here.

Impact of change to the current consequence and risk profile

The change does not impact the consequence and risk profile.

Provide a summary of the changes to the consequence and risk profile for the facility. Where there is insufficient space, provide an attachment to this form. This could include any modelling or risk assessments conducted which demonstrate that the consequence and risk associated with this change have been assessed and the controls will minimise the risk so far as is reasonably practical.

Note: if the change does not impact the consequence and risk profile for the facility, provide a brief explanation why, below.

5 Operator declarations as per s.578

If there are changes to the officers of the operator, please complete this part of the form as if it was for an application as per s.578. If the operator declaration is for a body corporate, answers must be made for the body corporate and all officers of the body corporate. All officers of the body corporate must be clearly identified. If there is more than one operator, copy these pages and submit them with the application. The relevant officers are those identified on the current company extract available at ASCI.gov.au

Declaration 1: Has the proposed operator (and in the case of a body corporate, any officer of the body corporate) had a relevant WHS conviction?

No Yes

If yes, provide details below for the individual or the body corporate and each of its officers separately as applicable.

Declaration 2: Has the proposed operator (and in the case of a body corporate, any officer of the body corporate) entered into an enforceable undertaking under a relevant WHS law?

No Yes

If yes, provide details below for the individual or the body corporate and each of its officers separately as applicable.

Declaration 3: Has the proposed operator (and in the case of a body corporate, any officer of the body corporate) previously been refused an equivalent licence under a relevant WHS law?

No Yes

If yes, provide details below for the individual or the body corporate and each of its officers separately as applicable.

Declaration 4: Has the proposed operator (and in the case of a body corporate, any officer of the body corporate) held an equivalent licence under a relevant WHS law?

No Yes

If yes, provide details below for the individual or the body corporate and each of its officers separately as applicable regarding:

- the location of the licensed MHF
- any condition imposed on that licence
- whether that licence had been suspended or cancelled and if so whether the operator had been disqualified from applying for a similar licence
- details of any suspension, cancellation, or disqualification.

6 Licence declaration notification

I declare that:

- for a body corporate applicant only:
 - I have authority from the body corporate to complete and submit this application
- the information contained in the application is true and correct to the best of the operator's knowledge
- I acknowledge it is an offence under s.268 of the *WHS Act 2011* to provide false and misleading information in this application or in any documents submitted in support of this application.

Full name	
Position	
Signature	
Date	

7 Submitting the notification

Please check that all fields in this form have been completed.

- **Post:**
Major Hazard Facilities
Specialised Health and Safety Services
Office of Industrial Relations
PO Box 820
Lutwyche QLD 4030
- **Email:** mhf@oir.qld.gov.au.
- **USB:** can be posted to the above address.
- **Secure file share platform:** contact your MHF case officer.

Privacy Statement

The Office of Industrial Relations (OIR) is collecting your personal and commercial information associated with this form for the purpose of considering determination of a facility or the suitability of an operator under s.541-543 of the *WHS Regulation 2011*. OIR may disclose this information as needed to other national, state or territory health and safety regulators or other entities as required in the administration of equivalent Acts, prescribed Acts or for the purpose of public safety as allowed under s.271 of the *WHS Act 2011*. The application is also subject to the rights and protections afforded under the *Right to Information Act 2009*.

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AEU 23/5166