

Form 72

Notification of an abandoned tank

V20.02.23

Work Health and Safety Act 2011

This form supports compliance with Section 367 of the Work Health and Safety Regulation 2011 (WHS Regulation).

Before completing this form, please read the guidelines.

Part A: Site information

Section A1: Details of person conducting a business or undertaking (PCBU)

The PCBU is the person or organisation that has overall management responsibility for the abandoned underground fuel tank.

Registered name:

Trading as:

ABN:

Registered street address details

Registered business address for body corporate or street address for individual

Building property name:

No:

Street name:

Street type:

Suburb:

State:

Postcode:

Registered postal address details

☐ Tick this box if the postal address is the same as the address above.

PO Box:

Suburb:

State:

Postcode:

Section A2: Details of abandoned tank location

☐ Tick this box if the location is the same as the street address given above.

Building property name:

No:

Street name:

Street type:

Suburb:

State:

Postcode:

Real Property Description (RPD)

Lot no:

Plan no:

Parish:

Local government area:

Tick appropriate box

☐ This notification is associated with a notified manifest quantity workplace?

☐ This workplace is a fuel retailer i.e. service station?

If you know the file reference number from previous correspondence, insert here: A-FILE

Section A3: Notification contact details Give details here of the person 'the notifier', to whom any enquiries regarding this notification should be directed and future correspondence sent. This person may be located at the workplace location or elsewhere. This may be the contact person for a body corporate notifier.		
First name and surname:		
Position:		
Office phone:	Mobile:	Fax:
Email:		
Postal address for further correspondence <input type="checkbox"/> If same as registered street address in Section A1 tick box, otherwise complete details below.		
<input type="checkbox"/> If same as location street address in Section A2 tick box, otherwise complete details below.		
PO Box:		
Suburb:	State:	Postcode:
Section A4: Workplace contact details Give details here of the person with day-to-day operational responsibility for the workplace to whom any enquiries regarding the abandoned tank can be made. Write 'as above' if same as notification contact (Section A3).		
First name and surname:		
Position:		
Office phone number:	Mobile number:	Fax:
Email:		
Section A5: Declaration by notifier The information in this notification is true and correct to the best of my knowledge. For body corporate notifiers, I have authority from the body corporate to complete and submit this notification. I consent to Workplace Health and Safety Queensland (WHSQ) making enquiries and exchanging information with WHS regulators in other states, territories or the Commonwealth regarding any matter relevant to this notification.		
Name:		
Position:		
Signature:		Date:
Section A6: How to lodge this form Submit this form with relevant supporting documents (refer to Section B4) by: Email: hazchem@oir.qld.gov.au Post: Hazardous Chemicals Unit Workplace Health and Safety Queensland PO Box 820 LUTWYCHE QLD 4030 Phone: (07) 3552 2310 Fax: (07) 3811 6447		

Part B: Technical information

Section B1: Details of abandoned underground tank

Specific details of the underground, partially underground, or fully mounded tank to be recorded here. A new form is required for each tank if more than one.

Date tank abandoned (dd/mm/yy)			
Tank identification number or code			
Tank construction material			
Capacity of tank in litres			
Tank dimensions	Tank length (mm):	Tank diameter (mm):	
Where available, GPS coordinates for approximate mid point of tank	Longitude	degrees	minutes
	Latitude	degrees	minutes
Hazardous chemical that the tank contained Note: This notification is only applicable to tanks used to store flammable gases or flammable liquids.	If flammable gas (GHS Category 1), tick this box <input type="checkbox"/>		
	If flammable liquid (GHS Category 1-4), tick this box <input type="checkbox"/>		
	Product name: (example, LP Gas, petrol, kerosene, avgas, diesel)		

Section B2: Details of removed underground tank

Has the abandoned underground tank been removed and disposed of in accordance with AS4976 for flammable liquids (categories 1-4, includes diesel), or other relevant standard. For example, AS1596 for LP Gas.	Tick: <input type="checkbox"/> YES <input type="checkbox"/> NO	Date removed:
If Yes above, you will need to provide a copy of the letter or certificate from a competent person confirming the removal and disposal was in accordance with the relevant standard. This should include a statement that the affected area is suitably stable post removal.		

Section B3: Details of underground tank decommissioned

Has the abandoned underground tank been decommissioned on site (that is, made safe in accordance with AS4976, AS1596 or other relevant standard without being removed)?	Tick: <input type="checkbox"/> YES <input type="checkbox"/> NO	Date decommissioned:
If Yes above, provide an explanation below of why it was not possible to remove it and include documentation with this form from a competent person that informed your decision. You will also need to provide a letter or certificate from a competent person confirming the decommissioning in-situ was in accordance with AS4976, AS1596 or other relevant standard. If decommissioning in situ is not reasonably practicable to ensure a tank is without risks to health and safety, you must provide an explanation of why and confirm how risks to health and safety will be eliminated or minimised so far as is reasonably practicable. Visit www.worksafe.qld.gov.au for more details.		

Brief explanation:

Section B4: Documents to be supplied.

Wherever possible, provide documents in electronic format. These documents must be provided with the notification form. Refer to section **A7 How to lodge this form**.

1. Copy of the letter or certificate from a competent person confirming the method of removal or decommissioning in-situ was in accordance with AS4976: The removal and disposal of underground petroleum storage tanks, AS1596: The storage and handling of LP Gas, or other relevant standard.
2. For a tank that is removed, provide a statement from a competent person (e.g. engineer) stating that the affected area is suitably stable post removal. If a tank is not removed, provide the documentation from a competent person (e.g. structural and/or geotechnical engineer) used to inform your decision.
3. An amended site sketch/plan that identifies the position of the decommissioned tank. Suitable dimensions must be included to clearly identify the position and footprint of the decommissioned tank relative to a permanent reference point on the site.
4. If decommissioning in-situ was not reasonably practicable, a statement from a competent person confirming how, so far as is reasonably practicable, risks to health and safety have been eliminated or minimised in accordance with Part 3.1 of the WHS Regulation and applicable codes of practice.

NOTE: Where applicable, also ensure amendments to relevant documents such as the manifest and site plan, and associated notifications (e.g. notification for a manifest quantity workplace) are made.

Privacy statement. The Queensland Government is collecting your personal information to process this notification for an abandoned underground fuel tank under section 367 of the Work Health and Safety Regulation 2011. The Queensland Government is authorised to disclose information, give access to a document or the use of information or a document as part of this notification, to other Commonwealth, state or territory regulators as provided under the WHS Act and WHS Regulation. PN11246

Form 72

Guidelines for completion of form 72

Notification of an abandoned tank

V20.02.23

Work Health and Safety Act 2011

Introduction

The Work Health and Safety Regulation 2011 provides for the notification of the abandonment of an underground, partially underground or fully mounded tank which has been used for the storage of flammable liquid or flammable gas, to Workplace Health and Safety Queensland (WHSQ).

Notifications including the abandonment of tanks enable WHSQ to apply resources and target compliance and enforcement actions to areas of greatest risk to health and safety.

Scope

Notification to WHSQ is required for the abandonment of an underground, partially underground or fully mounded tank that was used to store flammable gases and flammable liquids. [s.367 (1) WHS Regulation].

Who must notify

A person conducting a business or undertaking at a workplace where that person controls or manages the tank must notify WHSQ. [s.367 WHS Regulation].

At premises other than a workplace, that is a non-workplace, public safety provisions of the WHS laws ensure duties also apply to the occupier of the premises, including the duty to notify.

A person is a body corporate (legal entity such as a corporation or incorporated association) or a government entity (government department or government statutory body) or an individual.

When to notify

Notification to WHSQ is required as soon as practicable after the tank is abandoned [s.367 (3) WHS Regulation].

The tank is abandoned if either:

- it has not been used to store flammable gases or flammable liquids for 2 years
- the person does not intend to use it to store flammable gases or flammable liquids again.

[s.367 (2) WHS Regulation]

Tank means a container, other than an intermediate bulk container (IBC) designed to use, handle or store hazardous chemicals in bulk, and includes fittings, closures and other equipment attached to the container.

[s.367 (4) WHS Regulation]

Recognition of interstate authorisations

Notifications are required to be made to the WHS Regulator in the state or territory or the Commonwealth in which the tank to be abandoned is/was located.

How to notify

Refer to Form 72 Notification of abandoned tank available at worksafe.qld.gov.au. Complete this form and send to the Hazardous Chemicals Unit at hazchem@oir.qld.gov.au.

What information is required?

Form 72 provides for the written notification to WHSQ of an abandoned tank. You will need to provide documentation offering assurance tank removal, decommissioning and disposal was conducted by competent persons in accordance with relevant compliance standards in addition to documentation from a competent person used to inform a decision not to remove a tank. Note: WHSQ may make follow up enquiries as to the adequacy of the documentation.

If you have notified as a manifest quantity workplace which has included the capacity of the abandoned tank in the quantities notified, then you will need to update the notification record for the manifest quantity workplace. This can be done using Form 73 also available at worksafe.qld.gov.au.

Further information

For more information visit worksafe.qld.gov.au or call 1300 362 128.

Guidance for completing Part A

Heading	Comment
Section A1: Details of person conducting a business or undertaking (PCBU)	The PCBU is the person or organisation that has overall management responsibility for the tank. Typically, the PCBU is the business that conducts operations at the workplace.
Registered name	The name of the business under which it is registered for ABN purposes.
Trading name	The trading name of the business.
Registered address	The registered street or postal address of the business. This may be different from that of the workplace.
Section A2: Details of abandoned tank location	This section provides the address and real property description details for the location of the abandoned tank.
Street address	This should be sufficient to be able to locate the workplace. Include unit number (where appropriate), street number, street name, locality (suburb) and postcode. If possible, specify the address with a street number rather than as an intersection, i.e. "23 Main St" rather than "cnr Main St and Smith Rd".
Real Property Description (RPD)	The RPD for the workplace can be found on local government rates notices. Include any letters (such as 'RP') as well as numerals. If the workplace is located on more than one RPD, give the main one on the form and attach a list of the others.
Local government area	The local council for the place where the workplace is located.
Hazardous Chemicals Unit	The technical services unit within WHSQ responsible for administering hazardous chemical notifications.
Is this associated with a manifest quantity workplace (MQW) notification?	Tick this box if this abandoned tank notification is associated with a manifest quantity workplace which has a current MQW notification record. The MQW notification should be available as a record at the workplace. If not, contact the Hazardous Chemicals Unit on (07) 3552 2310 for confirmation and the file reference number.
Is the workplace a service station?	As most abandoned underground tanks are associated with a fuel retailer, otherwise referred to as a service station, a tick box has been added for ready identification. If this is the case for this notification, tick this box.
File reference number	If a notification has been made previously, correspondence will include a reference number (e.g. A-FILE) that can be included here to help ensure the correct record is being handled.

Guidance for completing Part B

Heading	Comment
Section B1: Details of an abandoned underground tank	A new form is required for each tank if more than one. Technical details specific to the tank must be recorded here including the date of abandonment, a specific identification reference in case numerous tanks are involved, material of construction, capacity and dimensions
GPS coordinates for the abandoned tank location	This information can be obtained using portable GPS devices or using web-based applications such as Google Earth or Nearmap available at www.nearmap.com .
Hazardous chemicals that the tank contained.	This notification only applies to tanks used to store flammable gas or flammable liquid. These hazardous chemicals are referred to by their GHS hazard class and category. Flammable gas (GHS category 1) is equivalent to the dangerous goods classification of Division 2.1 (flammable gas). An example is LP Gas. If this was the product stored, tick the box provided. Flammable liquid, categories 1, 2 and 3 are equivalent to the dangerous goods classification of Class 3, Packing Group I, II, and III. Examples include petrol (ULP, PULP), ethanol, and pentane. Flammable liquid, category 4 is equivalent to a combustible liquid up to a flash point of 93°C. An example is diesel fuel.
Section B2: Details of removed underground tank	
Has the abandoned underground tank been removed and disposed of in accordance with AS4976, AS1596 or other relevant standard?	This provides notification to WHSQ that the abandoned tank has been removed in accordance with a recognised industry standard and there is no longer a risk associated with the abandoned tank.
Date tank removed:	Enter the date that the removal was completed.

Section B3: Details of underground tank decommissioned in-situ	
Has the abandoned underground tank been decommissioned on site?	<p>Situations exist that may prevent the safe removal of an abandoned tank. Situations may include the removal affecting the stability of adjacent in-service tanks, or the stability of foundations for adjacent structure/s, or extensive pipework exists between the tank and surface level.</p> <p>If decommissioning in-situ was necessary, provide a brief explanation why it was not reasonably practicable to remove it. Citing the presence of the above, and/or similar situations, alone is not considered adequate to demonstrate compliance. Again, decommissioning in-situ must be conducted in accordance with a recognised industry standard.</p> <p>If decommissioning in-situ was not reasonably practicable to ensure a tank is without risks to health and safety, you must provide an explanation of why and confirm how risks to health and safety will be eliminated or minimised so far as is reasonably practicable. Guidance on how to determine what is reasonably practicable to meet a health and safety duty is available from Safe Work Australia at: safeworkaustralia.gov.au/resources-and-publications/guidance-materials/how-determine-what-reasonably-practicable-meet-health-and-safety-duty.</p>
Date decommissioned:	Enter the date that the decommissioning in-situ was completed.
Section B4: Documents to be supplied	<p>Documents must be provided to confirm the notification details as provided above. The various documents are identified in this section on the form.</p> <p>NOTE 1: For underground fuel tanks decommissioning means, it is permanently out of service, eliminating or minimising the likelihood of dangerous occurrences (e.g. is filled with an inert solid material). For flammable gas tanks, it may mean degassing the tank and/or filling the tank with an inert gas.</p> <p>Wherever possible, provide the notification and associated documents electronically via email.</p> <p>NOTE 2: Letters or certificates of tank decommissioning provided by competent persons should provide the following key details about the tank, the method of decommissioning, and the contents of the tank post decommissioning:</p> <ul style="list-style-type: none"> • location of the tank (e.g. address and GPS coordinates) • tank ID (as per the site manifest) • tank construction, former contents, capacity • method used to make the tank safe including the relevant compliance standard • tank contents post decommissioning. For example, liquid tanks—dry sand, gravel, slurry mixture or, gas tanks—gas free, gas purged or compressed gas (e.g. CO₂, nitrogen).