

Form 72

Notification of an abandoned tank

V25.7.18

Work Health and Safety Act 2011

This is an approved form for 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 site.		
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		
<input type="checkbox"/> 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		
<input type="checkbox"/> 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		
<input type="checkbox"/> This notification is associated with a notified manifest quantity workplace?		
<input type="checkbox"/> This workplace is a fuel retailer i.e. service station?		
If you know the Hazardous Industries and Chemical Branch (HICB) file reference number or con number from previous correspondence, insert here:		
For office use only		
Date received:	Folio no:	File ref. no/ con no:
FSN:		
Reviewed by:	Date:	
Entered by:	Date:	

Section A3: Previous occupier details

If this is a new notification (e.g. a new PCBU) for an existing workplace, i.e. a workplace which may have previously notified of an abandoned tank for flammable liquid or gas, provide previous PCBU details if known.

Registered name/body corporate/individual:

Trading name:

ABN:

Section A4: Notification contact details

Give details here of the person 'the notifier', to whom any inquiries 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

If same as registered street address in Section A1 tick box, otherwise complete details below.

If same as location street address in Section A2 tick box, otherwise complete details below.

Post office box:

Locality:

State:

Postcode:

Section A5: 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 A4).

First name and surname:

Position:

Office phone number:

Mobile number:

Fax:

Email:

Section A6: 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 A7: How to lodge this form

When you have completed this form to notify of an abandoned tank used for flammable liquids or flammable gas, then email the completed form and relevant supporting documents (refer to Section B4) to: hicb@oir.qld.gov.au

Or post the completed form and manifest to:

Workplace Health and Safety Queensland
Hazardous Industries and Chemicals Branch
PO Box 820
LUTWYCHE QLD 4030

Or fax the completed form and manifest to:

(07) 3874 7590

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 or code number	
Tank construction material	
Capacity of tank in litres	
Tank diameter (mm)	Tank length (mm):
Where available, GPS coordinates for approximate mid point of tank	Longitude degrees minutes seconds
	Latitude degrees minutes seconds
Hazardous chemical that the tank contained Note: This notification is only applicable to tanks used to store flammable gases or 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?	Tick: <input type="checkbox"/> YES <input type="checkbox"/> NO
If Yes above, you will need to provide a copy of the letter or certificate from a suitably qualified contractor confirming the removal was in accordance with AS4976. 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 without being removed)?	Tick: <input type="checkbox"/> YES <input type="checkbox"/> NO
If Yes above, provide an explanation below why it was not possible to remove it. You will also need to provide a letter or certificate from a suitably qualified person/contractor confirming the decommissioning in-situ was in accordance with AS4976.	
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.	
<ol style="list-style-type: none"> Copy of the letter or certificate from a suitably qualified person/contractor confirming the method of removal or decommissioning in-situ was in accordance with AS4976: The removal and disposal of underground petroleum storage tanks. For a tank that is removed, provide a statement from a suitably qualified person (e.g. engineer) stating that the affected area is suitably stable post removal. An amended site sketch/plan that identifies the position of the abandoned tank. Suitable dimensions must be included to clearly identify the position and footprint of the abandoned tank relative to a permanent reference point on the site. 	
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 application for an abandoned underground fuel tank under section 367 of the Work Health and Safety Regulation 2011. The Queensland Government is authorised by the WHS Act to disclose this information to other Commonwealth, state or territory WHS regulators for the purpose of considering this application.

Form 72

Guidelines for completion of form 72

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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.

[WHS Regulation 367 (1)].

Who must notify

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

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 [WHS Regulation 367 (3)].

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.

[WHS Regulation 367 (2)]

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.

[WHS Regulation 367 (4)]

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 www.worksafe.qld.gov.au. Complete this form and send to the Hazardous Industries and Chemicals Branch within WHSQ as detailed in the form.

What information is required?

Form 72 provides for the written notification to WHSQ of an abandoned tank.

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 www.worksafe.qld.gov.au

Further information

The WHS Regulation and further advisory information is available at www.worksafe.qld.gov.au or by calling the WHSQ Infoline on 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 location. 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.
Type of business or undertaking	Provide a brief description of the business activity at the workplace. For example: service station, retailer, warehousing, chemical formulator, food processing, abattoir, health care facility, fuel depot or terminal.
Is this associated with an 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 HICB on 3109 0811 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 / CON number	If a notification has been made previously, correspondence from HICB will include a reference number 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 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?	This provides notification to WHSQ that the abandoned tank has been removed in accordance with a recognised industry standard (that is, AS4976: The removal and disposal of underground petroleum storage tanks) and that 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	

<p>Has the abandoned underground tank been decommissioned on site?</p>	<p>Situations exist that 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 abandonment in-situ was necessary, provide a brief explanation why it was not possible to remove it. Again, decommissioning in-situ must be conducted in accordance with a recognised industry standard (that is, AS4976: The removal and disposal of underground petroleum storage tanks).</p>
<p>Section B4: Documents to be supplied</p>	<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>Wherever possible, provide the notification and associated documents electronically via email.</p>