

Form 9

Guideline for the application to register a new cathodic protection system or existing system alteration

This guide is designed to assist you with your application to register a registrable cathodic protection system.

It is the owner's responsibility to ensure the system is not operated unless registered, operated in accordance with the requirements of the cathodic protection standard and is tested in accordance with the testing requirements of the Electrical Safety Regulation 2013. The registration is valid for five years, unless earlier cancelled.

The owner of the registered cathodic protection system must give written notice to the Office of Industrial Relations within 30 days of a change of owner's address, or if the system has been taken away or made inoperable. If any changes to the operation of the registered cathodic protection system must be advised immediately and then confirmed by written notice within 14 days. A plan showing how the system has changed must be attached.

The application form

The application form must be the current version of the application to register a registrable cathodic protection system (form 9). See WorkSafe.qld.gov.au.

Section 1 - Applicant details - system owner

Business name: The business name detailed on this section will be legally responsible for the cathodic protection system.

ABN/ACN/ARBN: Applicants should enter their Australian Business Number (ABN) or their Australian Company Number (ACN).

Contact: This is the contact details of the person who is employed by, or owns the business and has delegated authority to act for the business.

Address: This address is where the business is legally registered.

Section 2 - Authorised agent for system owner

If completed, this section authorises an authorised agent to act on behalf of the applicant company. A letter from the applicant company shall be supplied authorising the agent to act on their behalf. As cathodic protection can be highly technical in nature, it is recommended applicants consider sourcing assistance from independent expert consultants, who may also act as the authorised agent.

Section 3 - Type of application

A separate application is required for each registrable cathodic protection system.

New system: The application for a new system is to be accompanied by a plan indicating full particulars about the system including the names of the owners and location of any underground or immersed foreign structures in the vicinity.

Alteration to an existing system: The application for an alteration to an existing system is to be accompanied by full particulars about changes to the system, and declaration regarding the retesting.

Re-registration of a system: The application to re-register a system that is approaching the end of its current five year registration period.

Section 4 - System details

Location of system: Sufficient details are required to correctly identify the geographical location of the system.

Water or marine environment: The maximum operating voltage is only required for a system operating with an anode (or anodes) immersed in water or a marine environment. For such systems please refer to the Electrical Safety Regulation 2013 (Division 4). You must complete the Technical Schedule Section 5 A, B, C and D for these systems.

Section 5 - Technical Schedule - Immersed Systems Only (water or a marine environment)

Must be completed if the system requiring registration is an immersed system (water or marine environment).

Section 6 - Declaration

The declaration must be signed by an authorised person who by their position or appointment has authority to act on behalf of the applicant. By signing the application form you are declaring that all of the information provided on the form is true and correct to the best of your knowledge. The department may request evidence in support of any information provided in the application.

There are substantial penalties under the *Electrical Safety Act 2002* for making a statement to the Office of Industrial Relations that you know is false or misleading.

Section 7 - Payment of fee

No application will be accepted unless full payment is received.

A list of fees can be located at electricalsafety.qld.gov.au

The Office of Industrial Relations will retain part of the fee paid to offset processing costs if an application is refused, or withdrawn before it is decided. Any refundable amount of the fee paid is shown in schedule 8 of the Electrical Safety Regulation 2013 which can be located at electricalsafety.qld.gov.au.

You can pay by credit card by completing the fee section of the form as per your card details and post or phone those details in (credit card details cannot be emailed due to security reasons).

Application checklist

- All applicant details (company name and ABN/ACN/ARBN, if applicable) provided
- Agent details, authorised by system owner (authorisation on letterhead attached)
- Type of application details
- System details
- Technical Schedule as required for an immersed system
- A map and diagram for all new registrations as required
- Declaration has been signed by a person with authority to act on behalf of applicant
- Full fee included with application

Need more information?

Contact the Electrical Safety Office:
Telephone: 1300 362 128 (within Queensland)
Telephone: (07) 3874 7766 (interstate)
Telephone: +61-7 3874 7766
Email: equipmentsafety@oir.qld.gov.au
Website: WorkSafe.qld.gov.au

Form 9

Application to register a registerable cathodic protection system

Electrical Safety Act 2002

This form is to be completed in accordance with the attached guidelines. Please complete the form in BLOCK LETTERS.

Section 1 - Applicant Details - system owner

Business name:			
ABN/ACN/ARBN (If applicable):			
Contact name:			
Phone:		Fax:	
Email:			
Address:	Unit/Building No.	Street No.	
	Street name		
	Suburb/Town/Locality	State	Postcode

Section 2 - Authorised agent for system owner

Business name:			
ABN/ACN/ARBN (If applicable):			
Contact name:			
Phone:		Fax:	
Email:			
Address:	Unit/Building No.	Street No.	
	Street name		
	Suburb/Town/Locality	State	Postcode

Section 3 - Type of application

New system – please include map and diagram*		
Existing system alteration	Registration number:	
Re-registration of system	Registration number:	

*For all new registrations a current map and diagram of the system, as detailed in Sec 255 (1) (c) of the Electrical Safety Regulation 2013, is usually required.

Section 4 - System details

Location of system:		
Structure to be protected:		
Maximum operating current:	Amperes DC	
Water or marine environment maximum operating voltage:	Volts	

Section 5 - Technical Schedule - Immersed Systems Only (water or a marine environment)

PLEASE NOTE: Where the dimensions, material or operating conditions for different anodes within the one installation vary, provide the following information for each variation and identify the variable elements on an accompanying plan.

5A Anode system	
i. Number	
ii. Dimensions	
iii. Material	
iv. Anode to protected structure minimum separation	
v. Anode to anode minimum separation	

5B Anode guard	
i. Material	
ii. External dimensions	
iii. Minimum separation between anode and tip of "standard test finger" (Standard AS/NZS 3100) inserted in slot in guard	

5C Electrical details	
i. Rated current of converter	
ii. Maximum operating current delivered by converter	
iii. Terminal voltage of converter when delivering maximum operating current	
iv. Maximum operating current for any anode	
v. Maximum operating voltage for any anode between cathode and surface of anode	

5D Water	
i. Range of water resistivities likely to be encountered at this installation	From Ωcm to Ωcm

Section 6 - Declaration

I/we, being the owner of the cathodic protection system/I am the person duly authorised by the owner(s) to make this declaration (cross out the non applicable), hereby make application for registration of this cathodic system and declare that we have complied with Part 13 of the Electrical Safety Regulation 2013, and will continue to operate and test the system as required by Part 13 of the Electrical Safety Regulation 2013 for the term of the registration.

System owner or authorised person:			
Signature:		Date:	

Section 7 - Fee

This is a GST free supply. Keep a copy of this invoice for your records. A receipt of payment will be attached to the certificate.			
Please tick if a receipt is required			
Invoice amount \$			
Credit card details			
Card:	VISA	Mastercard	American Express*
Name on card:			Expiry date:
Card number:	/	/	/
Cardholder's signature:			

Section 8 - Lodging this form

You may lodge your application by mail to:

Electrical Safety Office
Equipment Safety
LMB 2234 Brisbane QLD 4001

Privacy statement:

The Office of Industrial Relations is collecting your personal information in order to process your application for registering a cathodic protection system in accordance with the *Electrical Safety Act 2002*, and then subsequent monitoring and compliance activities in relation to that registration. The department may be required to disclose your personal information to the prescribed electricity entities in Queensland and other Australian and New Zealand electrical regulators. This information may also be used to provide you with electrical safety updates, for statistical research, evaluation and reporting of our services.