



EXTINGUISHING AGENT TRAINEE LICENCE

APPLICATION FORM

This application form is for new applications only. If you need to renew your licence, email ozone@fpib.com.au and request a renewal form. To renew your licence, submit your renewal form at least 30 days prior to your expiry date otherwise you will be required to make a new application. Whilst the Board will endeavour to forward information and a reminder to you and your employer prior to your licence expiring, it remains your responsibility to ensure you have a valid licence at all times to continue to handle scheduled extinguishing agents legally.

OFFICE USE ONLY

Licence Number

Date

 / /

Expiry Date

 / /

1. APPLICANT DETAILS

Title

First Name

Middle Name

Last Name

Date of Birth:

 / /

Residential Address

Suburb

State

P/code

Residential Postal Address (if different from above)

Suburb

State

P/code

Phone (business hours) ()

Mobile

Private Email

Work Email

2. EMPLOYER DETAILS

Company Name/Trading Name

ABN

Contact Person

Employer Email

Business Address

Suburb

State

P/code

Postal Address

Suburb

State

P/code

Employer Phone ()

3. COLOUR PASSPORT PHOTOGRAPH

Please attach a current colour passport size photo (minimum size 4cm high by 3.5cm wide).

Attach using tape or glue.
Do not staple through photo.



4. SUITABILITY QUESTIONNAIRE

Under Regulation 102 of the Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995 (the Regulations), the Fire Protection Industry (ODS & SGG) Board must consider whether you are a fit and proper person to hold a licence.

If you are an **INDIVIDUAL**, please state whether you:

have, in the last ten years immediately prior to you making this application:

1. had a civil penalty order made against you for contravention of a civil penalty provision
2. been convicted of an offence*, or an order under section 19B of the Crimes Act 1914 has been made, for contravention of the:
 1. Ozone Protection and Synthetic Greenhouse Gas Management Act 1989 (the Act); or
 2. Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995 (the Regulations)
3. had any conviction for an offence*, or an order under section 19B of the Crimes Act 1914 has been made, against a law of the Commonwealth, of a State or of a Territory that is punishable by imprisonment for a period of six months or longer

are currently bankrupt, have applied to take the benefit of any law for the relief of bankrupt or insolvent debtors, or have compounded with creditors or have made an assignment of remuneration for their benefit

have made any statement in an application under the Act or Regulations that was false or misleading in a material particular; and if so, knew that the statement was false or misleading

have contravened a condition of a fire protection industry permit

have held a fire protection industry permit that was suspended or cancelled

* Subject to the Spent Convictions Scheme

I have read the suitability questionnaire:

YES NO

Do you have anything to declare?

YES NO

If you have anything to declare, please give details in a separate attachment.
Declarations will not necessarily prevent you from receiving a licence.

5. PERMIT DURATION

An Extinguishing Agent Trainee Licence will be issued for 12 months.



6. PAYMENT DETAILS

For fee information, visit www.fpib.com.au. Do not send cash.

EFT PAYMENT – Fire Protection Industry (ODS & SGG) Board – BSB 033 083 – Account 33-2940
Note: Please advise of payment time, date and amount to ozone@fpib.com.au, and include your name as the reference.

CHEQUE – Payable to Fire Protection Industry (ODS & SGG) Board

VISA AMEX MASTERCARD

Card No. CCV Exp. Date / Amount

Name on Card Signature

7. APPLICANT'S DECLARATION

- I understand that the information and documents provided in this application will be used to assess my suitability to hold an Extinguishing Agent Handling Licence in Australia;
- I understand and consent to my personal information, provided in this application, being disclosed to third parties in circumstances including the following:
 - to a State, Territory or Commonwealth government agency for the purposes of determining my suitability to hold a licence;
 - to any other third party identified in this application, for the purpose of verifying data or statements attributed to that third party in this application;
 - to a Commonwealth government agency for the purpose of investigating or taking action in relation to a suspected breach of the law.
- I understand and consent to my personal information being used by the Commonwealth for the purpose of contacting me in relation to matters relevant to the fire protection industry, including new or proposed laws, which could directly or indirectly affect licence holders; and
- I declare that all the information and all documentation supporting this application is true and correct in every particular and that all relevant documents supporting this application are attached.

Signature of Applicant

Date / /

8. ENTITLEMENT AND SUPERVISOR INFORMATION

An Extinguishing Agent Trainee Licence is awarded by the Fire Protection Industry (ODS&SGG) Board to individuals who are currently working in the fire protection industry under the supervision of the holder of an Extinguishing Agent Handling Licence (EAHL).

A Trainee Licence is only valid while working under this supervision.

The following table details the six licence categories and their entitlements. Please add the name, licence number and expiry date of each supervisor for each licence area you are intending to work in. Should your supervisor change it is your responsibility to ensure that you are still working under the supervision of a licensed person.

LICENCE ITEM	ENTITLEMENTS	SUPERVISORS NAME & LICENCE NUMBER (only include supervisors for those areas you propose to work in)
1. Portable Fire Extinguisher Maintenance Licence	To charge and recharge a portable fire extinguisher, and repair the extinguisher valve.	Name: <input type="text"/> EAHL #: <input type="text"/> Expiry Date: <input type="text"/>



EXTINGUISHING AGENT
TRAINEE LICENCE

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LICENCE ITEM	ENTITLEMENTS	SUPERVISORS NAME & LICENCE NUMBER (only include supervisors for those areas you propose to work in)
2. Fixed System Installation & Decommissioning Licence	1) To install and decommission a gaseous fire extinguishing system (fire protection equipment) including: <ul style="list-style-type: none"> (a) to install and disconnect actuation devices (mechanisms) to and from container valves; and (b) to install and disconnect gaseous agent containers; and (c) to install and disconnect any interconnections to other gaseous system containers; and (d) to install and disconnect ancillary equipment connections to manifold and pipework; and (e) to attach and remove transport equipment, such as valve outlet and actuator port caps, plugs and locking devices installed to prevent accidental discharge 2) Commission actuation control devices set to operate and engage safety devices as needed and decommission these devices	Name: <input type="text"/> EAHL #: <input type="text"/> Expiry Date: <input type="text"/>
3. Fixed System Testing & Maintenance Licence	To test and maintain a gaseous fire extinguishing system (fire protection equipment), including: <ul style="list-style-type: none"> (a) to test actuation release systems; and (b) to disconnect and reconnect actuation devices (mechanisms); and (c) to disconnect and reconnect any interconnections to other gaseous systems containers; and (d) to disconnect and reconnect ancillary equipment connections from containers to manifold and pipework; and (e) to test actuation devices (mechanisms); and (f) to perform any tests and maintenance on any Fire Detection and Alarm System, including any remote operation panel and actuation and control system that interfaces with or forms part of a gaseous fire extinguishing system; and (g) to perform any tests and maintenance on gaseous agent containers and ancillary equipment connections from containers to manifold and pipework 	Name: <input type="text"/> EAHL #: <input type="text"/> Expiry Date: <input type="text"/>
4. Recovery, Reclamation, Fill & Recycling Licence	To recover, reclaim, fill and recycle an extinguishing agent into and from a fire extinguisher and gaseous fire extinguishing system container from and to a bulk agent container.	Name: <input type="text"/> EAHL #: <input type="text"/> Expiry Date: <input type="text"/>
5. Warehouse Maintenance Licence	To monitor for leakage stocks of extinguishing agent bulk agent containers in a warehouse and, as needed, to transfer the extinguishing agent from a leaking storage container.	Name: <input type="text"/> EAHL #: <input type="text"/> Expiry Date: <input type="text"/>



LICENCE ITEM	ENTITLEMENTS	SUPERVISORS NAME & LICENCE NUMBER (only include supervisors for those areas you propose to work in)
6. Control Systems Installation, Commissioning & Decommissioning Licence	To install, commission and decommission a fire detection and alarm system, including any remote operation panel and actuation and control system that interfaces with or forms part of a gaseous fire extinguishing system.	Name: <input type="text"/> EAHL #: <input type="text"/> Expiry Date: <input type="text"/>

9. LICENCE CONDITIONS

A licence granted by the Board is subject to the conditions, as set out in Regulation 326 of the Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995, that the licensee:

- (a) carries out the work to which the licence relates in accordance with any standard set out in an item in column 2 of Table 326 that relates to the work; and
- (b) gives any extinguishing agent recovered from fire protection equipment to:
 - (i) the holder of an extinguishing agent trading authorisation; or
 - (ii) the operator of an approved extinguishing agent destruction facility; and
- (c) ensures that any equipment used to transfer an extinguishing agent from one vessel to another:
 - (i) is fit for its purpose; and
 - (iii) is appropriately maintained; and
- (d) submits a report to the Board describing the circumstances relating to any lawful emission of an extinguishing agent; and
- (e) does not carry out any work to which the licence relates (other than decommissioning or disposal or work in the aviation or maritime industries) on fire protection equipment that does not comply with any standard mentioned in Table 326 that applies to the equipment.

Return this Application Form to:

Fire Protection Industry
(ODS & SGG) Board
PO Box 1049,
Box Hill Vic 3128

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