



Guide for import explosives and/ or security sensitive dangerous substances licence applicants

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Disclaimer

This publication may contain work health and safety and workers compensation information. It may include some of your obligations under the various legislations that WorkCover NSW administers. To ensure you comply with your legal obligations you must refer to the appropriate legislation.

Information on the latest laws can be checked by visiting the NSW legislation website legislation.nsw.gov.au

This publication does not represent a comprehensive statement of the law as it applies to particular problems or to individuals or as a substitute for legal advice. You should seek independent legal advice if you need assistance on the application of the law to your situation.

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Introduction

The NSW Explosives Regulation provides for the licensing of corporations or individuals who wish to import explosives and/or security sensitive dangerous substances (SSDS). This guide provides applicants with information to complete the *Application for a licence to import explosives and/or security sensitive dangerous substances* (catalogue no. WC00893).

Under the NSW Explosives Act, if the regulations require a licensed person to handle explosives and explosives precursors, it is an offence for an unlicensed person to handle such material.

Relevant legislation, standards and code of practice

- NSW Explosives Act
- NSW Explosives Regulation
- Australian Explosives Code
- Australian Standard AS 2187
- Australian Standard AS 4326
- Australian Dangerous Goods Code.

Licence conditions

NSW Explosives Act provides that the licence holder cannot contravene any conditions to which the licence is subject. The WorkCover NSW publication *General explosive licence and security clearance conditions under the NSW Explosives Act and Regulation* (catalogue no. WC04685) outlines the conditions to which an import licence holder is subject.

Import licence authorisations

A licence to import authorises the licence holder to carry out the following activities:

- Importing the explosives or explosive precursors specified in the licence into the state from another country.
- Supplying (including exporting), at the premises (if any) specified in the licence, the explosives or explosive precursors specified in the licence.
- Purchasing or possessing the explosives or explosive precursors for the purpose of bringing them into the state from another country.
- If premises are specified in the licence, storing the explosives or explosive precursors at the premises.

Explosive precursors

Currently only security sensitive ammonium nitrate is prescribed as a SSDS. Security Sensitive Ammonium Nitrate (SSAN) is any of the following:

- Ammonium nitrate that is not a dangerous good of class 1 (ie an explosive).
- Ammonium nitrate emulsions, suspensions or gels containing greater than 45 per cent ammonium nitrate.
- Ammonium nitrate mixtures containing greater than 45 per cent ammonium nitrate.

Who may apply for an import licence

Corporations or individuals may apply for a licence to import explosives and/or SSDS.

Age restrictions

The individual applicant or the nominated responsible person must be 18 years of age or over to apply for a licence to import explosives and/or SSDS.

'Nominated responsible person' is the individual nominated by a corporation applicant who is involved in the management of that corporation and who will be responsible for the safety and security of the explosives and/or SSDS stored at the site, and who will ensure compliance with any conditions of the licence and explosives legislation.

Corporation applicants

A corporation must nominate at least one natural person, who is responsible for the activities to be authorised by the licence.

Security clearance

The individual applicant or the nominated responsible person for corporation applicants must have a current security clearance (SC) (previously called Unsupervised Handling Licence (UHL)) or apply for a SC at the same time as the import licence. However, the import licence will not be processed until the SC has been approved. For more information on a SC, refer to the WorkCover publication *Guide for applying for a security clearance* (catalogue no. WC04689) available on the WorkCover website.

Experience and knowledge

The applicant or the nominated responsible person for the corporation must have experience and knowledge that is demonstrated by the submission of a Statement of Experience and Knowledge.

For the nominated responsible person, the submission is made by the corporation applicant.

For an individual applicant, the submission is made by the individual applicant.

The Statement of Experience and Knowledge must cover:

- experience in the safe handling and storage of explosives and/or SSDS for which authorisation on the licence is sought
- knowledge of the Australian Explosives Code (for explosives), Australian Dangerous Goods Code (for SSDS) and AS 2187 (explosives) and/or AS 4326 (SSDS)
- training or qualifications if applicable.

Reason for requesting licence

It is a requirement for any licence relating to the handling of SSDS, that the applicant must have a legitimate reason for obtaining the licence. The applicant must select the relevant reason(s) on the application form. If the reason 'other' is selected, the application must provide details.

Requirement for emergency plan

It is a requirement for any licence which includes storage of explosives and/or SSDS above certain amounts (more than 50kg NEQ of explosives, and/or more than 50 tonnes of SSDS), that adequate arrangements are in place for dealing with an emergency. This includes providing a copy of the emergency plan, and any changes to the plan, to the Commissioner of Fire and Rescue NSW and/or the NSW Rural Fire Service (as appropriate).

Authorisation to export explosives

If the applicant requires authorisation on the licence to export explosives, section 11 of the application form must be completed.

Duration of an import licence

The licence will last for five years unless cancelled earlier, or otherwise stated.

How to apply for an import licence

Complete the application form available on the WorkCover website and lodge it at any Australia Post Bank@Post outlet.

When lodging the completed application form with Australia Post, the individual applicant or the nominated person must provide proof of their identity. The application form lists the documents required for the 100 point identity check.

Fee

For the fee for an import licence refer to the [WorkCover NSW fees schedule \(catalogue no. WC01011\)](#) available at workcover.nsw.gov.au. If you are also applying for a SC, an additional fee is required to be paid at the time of lodging the applications with Australia Post.

Applying for storage authorisation

If the storage site is on a coal or mining workplace, the assessment for storage authorisation is performed by Trade and Investment NSW.

Site storage facility

A site storage facility is any area, building, room or container where explosives are stored or handled. The application form requires the storage facility identifier, type, the maximum storage capacity and the class/division of the largest quantity of explosives or SSDS to be stored within it.

Site storage facility identifiers

Storage facilities must be given individual names or numbers, called the storage facility identifier, that are up to four letters or numbers in length (eg DEP1). The storage facility identifier is to be used on the A4 size site sketch (see the WorkCover publication *Security plan for the storage and handling of explosives (including explosive precursors) guide* (catalogue no. WC04687) available on the WorkCover website, for more information about the site sketch).

Type of storage facility

In the application form, the type of storage facility that will store explosives must be nominated:

Internal magazine	External magazine	Fenced compound	Room inside a building
Underground magazine	Warehouse	Magazine	Enclosed roof store
Roofless package store	Roofed store		

Nature of the site

The application form requires a description of the nature of site (ANZSIC code and description). This is based on the Australia and New Zealand Standard Industrial Classification System (ANZSIC). For more information about ANZSIC, visit the Australian Bureau of Statistics website at abs.gov.au

See Appendix 1 for a list of ANZSIC codes and associations descriptors from which to choose.

Explosives and/or explosive precursors to be stored

The application form requires that, for all explosives and/or explosive precursors to be stored within each magazine, the following is provided: UN number, Class or division, Typical quantity to be stored and units (L or kg/NEQ (Net Explosive Quantity) or number), the Proper shipping name and the Product or common name.

Map

A photocopy from a local street directory or other map showing the locality of the storage site is required to be submitted with the application form. Please mark the location of the site on the map with an X.

Security plan

Authorisation for storage requires the submission, with the application form, of a security plan. Information on how to complete a security plan is provided in the WorkCover publication *Security plan for the storage and handling of explosives (including explosive precursors) guide* (catalogue no. WC04687) available on the WorkCover website.

Safety

For the safe handling of explosives, refer to the WorkCover publication *Secure and safe handling of explosives and security sensitive dangerous substances guide* (catalogue no. WC04676).

Obligations of licence holders

Change of details

It is a condition of an import licence that the licence holder must notify WorkCover within 14 days of any change in address or other details provided in their application. For change of name or address or contact details use the *Application for change of details – corporation* form (catalogue no. WC02272) or *Application for change of details – individual* form (catalogue no. WC02273). For changes to authorisations on a licence (changes to storage or to add another nominated person), use the *Application for an amendment to an explosive licence* (catalogue no. WC03518) Both are located on the WorkCover website.

Notification of import/export

Notification to WorkCover is required no later than five business days before explosives and/or SSDS are imported or exported into NSW. A notification is made by completing the *Notification of import/export of explosives by vessel or aircraft* form (catalogue no. WC00900) located on the WorkCover website.

Only authorised explosive will be permitted into the state. Refer to the *List of authorised explosives and categories of prohibited explosives in NSW* (catalogue no. WC04686) located on the WorkCover website.

Additional information

For additional information about applying for an import explosives and/or SSDS licence, contact WorkCover on 13 10 50 or visit the website at workcover.nsw.gov.au

Appendix 1 – ANZSIC codes and descriptors

ANZSIC Code	Descriptor
011	Nursery and Floriculture Production
012	Mushroom and Vegetable Growing
013	Fruit and Tree Nut Growing
014	Sheep, Beef Cattle and Grain Farming
015	Other Crop Growing
016	Dairy Cattle Farming
017	Poultry Farming
018	Deer Farming
019	Other Livestock Farming
020	Aquaculture
030	Forestry and Logging
041	Fishing
042	Hunting and Trapping
051	Forestry Support Services
052	Agriculture and Fishing Support Services
060	Coal Mining
070	Oil and Gas Extraction
080	Metal Ore Mining
091	Construction Material Mining
099	Other Non-Metallic Mineral Mining and Quarrying
101	Exploration
109	Other Mining Support Services
111	Meat and Meat Product Manufacturing
112	Seafood Processing
113	Dairy Product Manufacturing
114	Fruit and Vegetable Processing
115	Oil and Fat Manufacturing
116	Grain Mill and Cereal Product Manufacturing
117	Bakery Product Manufacturing
118	Sugar and Confectionery Manufacturing
119	Other Food Product Manufacturing
121	Beverage Manufacturing
122	Cigarette and Tobacco Product Manufacturing
131	Textile Manufacturing
132	Leather Tanning, Fur Dressing and Leather Product Manufacturing
134	Knitted Product Manufacturing
135	Clothing and Footwear Manufacturing
141	Log Sawmilling and Timber Dressing
149	Other Wood Product Manufacturing
151	Pulp, Paper and Paperboard Manufacturing

ANZSIC Code	Descriptor
152	Converted Paper Product Manufacturing
161	Printing and Printing Support Services
162	Reproduction of Recorded Media
170	Petroleum and Coal Product Manufacturing
181	Basic Chemical Manufacturing
182	Basic Polymer Manufacturing
183	Fertiliser and Pesticide Manufacturing
184	Pharmaceutical and Medicinal Product Manufacturing
185	Cleaning Compound and Toiletry Preparation Manufacturing
191	Polymer Product Manufacturing
192	Natural Rubber Product Manufacturing
201	Glass and Glass Product Manufacturing
202	Ceramic Product Manufacturing
203	Cement, Lime, Plaster and Concrete Product Manufacturing
209	Other Non-Metallic Mineral Product Manufacturing
211	Basic Ferrous Metal Manufacturing
212	Basic Ferrous Metal Product Manufacturing
213	Basic Non-Ferrous Metal Manufacturing
214	Basic Non-Ferrous Metal Product Manufacturing
221	Iron and Steel Forging
222	Structural Metal Product Manufacturing
224	Sheet Metal Product Manufacturing (except Metal Structural and Container Products)
229	Other Fabricated Metal Product Manufacturing
231	Motor Vehicle and Motor Vehicle Part Manufacturing
239	Other Transport Equipment Manufacturing
241	Professional and Scientific Equipment Manufacturing
242	Computer and Electronic Equipment Manufacturing
243	Electrical Equipment Manufacturing
244	Domestic Appliance Manufacturing
245	Pump, Compressor, Heating and Ventilation Equipment Manufacturing
246	Specialist Machinery and Equipment Manufacturing
249	Other Machinery and Equipment Manufacturing
251	Furniture Manufacturing
259	Other Manufacturing
261	Electricity Generation
262	Electricity Transmission
263	Electricity Distribution
264	On Selling Electricity and Electricity Market Operation
270	Gas Supply
281	Water Supply, Sewerage and Drainage Services
291	Waste Collection Services

ANZSIC Code	Descriptor
292	Waste Treatment, Disposal and Remediation Services
301	Residential Building Construction
302	Non-Residential Building Construction
310	Heavy and Civil Engineering Construction
321	Land Development and Site Preparation Services
322	Building Structure Services
323	Building Installation Services
324	Building Completion Services
329	Other Construction Services
331	Agricultural Product Wholesaling
332	Mineral, Metal and Chemical Wholesaling
333	Timber and Hardware Goods Wholesaling
341	Specialised Industrial Machinery and Equipment Wholesaling
349	Other Machinery and Equipment Wholesaling
350	Motor Vehicle and Motor Vehicle Parts Wholesaling
360	Grocery, Liquor and Tobacco Product Wholesaling
371	Textile, Clothing and Footwear Wholesaling
372	Pharmaceutical and Toiletry Goods Wholesaling
373	Furniture, Floor Covering and Other Goods Wholesaling
380	Commission-Based Wholesaling
391	Motor Vehicle Retailing
392	Motor Vehicle Parts and Tyre Retailing
400	Fuel Retailing
411	Supermarket and Grocery Stores
412	Specialised Food Retailing
421	Furniture, Floor Coverings, Houseware and Textile Goods Retailing
422	Electrical and Electronic Goods Retailing
423	Hardware, Building and Garden Supplies Retailing
424	Recreational Goods Retailing
425	Clothing, Footwear and Personal Accessory Retailing
426	Department Stores
427	Pharmaceutical and Other Store-Based Retailing
431	Non-Store Retailing
432	Retail Commission-Based Buying and/or Selling
440	Accommodation
451	Cafes, Restaurants and Takeaway Food Services
452	Pubs, Taverns and Bars
453	Clubs (Hospitality)
461	Road Freight Transport
462	Road Passenger Transport
471	Rail Freight Transport

ANZSIC Code	Descriptor
472	Rail Passenger Transport
481	Water Freight Transport
482	Water Passenger Transport
490	Air and Space Transport
501	Scenic and Sightseeing Transport
502	Pipeline and Other Transport
510	Postal and Courier Pick-up and Delivery Services
521	Water Transport Support Services
522	Airport Operations and Other Air Transport Support Services
529	Other Transport Support Services
530	Warehousing and Storage Services
541	Newspaper, Periodical, Book and Directory Publishing
542	Software Publishing
551	Motion Picture and Video Activities
552	Sound Recording and Music Publishing
561	Radio Broadcasting
562	Television Broadcasting
570	Internet Publishing and Broadcasting
580	Telecommunications Services
591	Internet Service Providers and Web Search Portals
592	Data Processing, Web Hosting and Electronic Information Storage Services
601	Libraries and Archives
602	Other Information Services
621	Central Banking
622	Depository Financial Intermediation
623	Non-Depository Financing
624	Financial Asset Investing
631	Life Insurance
632	Health and General Insurance
633	Superannuation Funds
641	Auxiliary Finance and Investment Services
642	Auxiliary Insurance Services
661	Motor Vehicle and Transport Equipment Rental and Hiring
662	Farm Animal and Bloodstock Leasing
663	Other Goods and Equipment Rental and Hiring
664	Non-Financial Intangible Assets (Except Copyrights) Leasing
671	Property Operators
672	Real Estate Services
691	Scientific Research Services
692	Architectural, Engineering and Technical Services
693	Legal and Accounting Services

ANZSIC Code	Descriptor
694	Advertising Services
695	Market Research and Statistical Services
696	Management and Related Consulting Services
697	Veterinary Services
699	Other Professional, Scientific and Technical Services
700	Computer System Design and Related Services
721	Employment Services
722	Travel Agency and Tour Arrangement Services
729	Other Administrative Services
731	Building Cleaning, Pest Control and Gardening Services
732	Packaging Services
751	Central Government Administration
753	Local Government Administration
754	Justice
755	Government Representation
760	Defence
771	Public Order and Safety Services
772	Regulatory Services
801	Preschool Education
802	School Education
810	Tertiary Education
821	Adult, Community and Other Education
822	Educational Support Services
840	Hospitals
851	Medical Services
852	Pathology and Diagnostic Imaging Services
853	Allied Health Services
859	Other Health Care Services
860	Residential Care Services
871	Child Care Services
879	Other Social Assistance Services
891	Museum Operation
892	Parks and Gardens Operations
900	Creative and Performing Arts Activities
911	Sports and Physical Recreation Activities
912	Horse and Dog Racing Activities
913	Amusement and Other Recreation Activities
920	Gambling Activities
941	Automotive Repair and Maintenance
942	Machinery and Equipment Repair and Maintenance
949	Other Repair and Maintenance

ANZSIC Code	Descriptor
951	Personal Care Services
952	Funeral, Crematorium and Cemetery Services
953	Other Personal Services
954	Religious Services
955	Civic, Professional and Other Interest Group Services
960	Private Households Employing Staff and Undifferentiated Goods, and Service Producing Activities of Households for Own Use

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