

# ASBESTOS REMOVAL SUPERVISOR NOMINATION FORM

ASBESTOS – 03 DECEMBER 2017

Complete this form to:

- Add a supervisor to an asbestos removal licence.
- Update details of a supervisor attached to an asbestos removal licence.
- Add another asbestos work authorisation to an existing supervisor.
- Remove a supervisor from an asbestos removal licence.

The licence holder must advise SafeWork NSW of the removal of a nominated supervisor within 14 days of the change. A supervisor is not a nominated supervisor for the purposes of the WHS Regulation until SafeWork NSW has approved the nomination.

## How to fill in this form

Refer to the [Guide for applicants for asbestos removal and asbestos assessor licences and notifications](#) when completing this form.

Complete one *Asbestos supervisor nomination form (Asbestos – 03)* (catalogue no. SW08074) for each nominated supervisor.

Please type directly into the form. When complete, save a copy before emailing or printing.

If completing by hand, please print clearly and mark box(es) with a tick  where required.

**For assistance call 13 10 50**

## Fees

There is no fee associated with this form.

## Lodgement instructions

**Email (preferred):** [licensing@safework.nsw.gov.au](mailto:licensing@safework.nsw.gov.au)

**Post:** SafeWork NSW – Locked Bag 2906, Lisarow, NSW 2252.

Email or post the application – do not send more than once.

## Privacy compliance statement

Information that you voluntarily provide in this form is collected by SafeWork NSW to assess and process your application.

SafeWork NSW intends to use and disclose the information (including any personal information) you have provided in the following ways:

1. to exercise its functions under the *Work Health and Safety Act 2011*, including to administer, monitor and enforce compliance with that Act
2. to record your information on a licence register, parts of which will be published online
3. to disclose your information to other state, territory and the Commonwealth regulatory authorities
4. to educate about work health and safety and contribute to external research about work health and safety
5. as otherwise required or permitted by law, including for the purpose of prosecution

SafeWork NSW has a Privacy Management Plan which provides more detailed information about who SafeWork NSW is, how to contact SafeWork NSW, and how SafeWork NSW manages personal and health information in line with NSW privacy laws. A copy of the Privacy Management Plan is available at [www.safework.nsw.gov.au](http://www.safework.nsw.gov.au).

The Privacy Management Plan provides detailed information about how you may access or amend personal information held about you by SafeWork NSW.

## SECTION 1. LICENCE HOLDER DETAILS

Asbestos licence number

Name on the licence

or

Nomination of an additional supervisor for an asbestos licence application.

**SECTION 2. TYPE OF CHANGE**

Add a supervisor. Complete all sections of the form.

Change supervisor's personal details. Complete sections 3 and 8 only.

Remove a supervisor. Complete sections 3 and 8 only.

Add another asbestos work authorisation to an existing supervisor. Complete all sections of this form.

**SECTION 3. NOMINATED SUPERVISOR DETAILS**

Title Family/Surname

**STREET ADDRESS (MUST NOT BE A PO BOX)**

Unit number/Street number/Property number (include Lot or DP number if applicable)

Given name

Street name

Other names

Suburb

Date of birth (DD/MM/YYYY)

State

Postcode

Daytime contact number Mobile number

Email

**SECTION 4. TYPE OF ASBESTOS**

Select the asbestos work for which the supervisor is seeking authorisation.

Non-friable (Class B) asbestos.

Friable (Class A) asbestos fire doors and safes only.

Friable (Class A) asbestos.

**SECTION 5. QUALIFICATIONS**

See the *Guide for applicants for asbestos removal and asbestos assessor licences and notifications* for more details about knowledge and experience required.

Has the nominated supervisor previously been authorised to supervise asbestos removal for which authorisation is sought?

No. Please go to section 6.

Yes. Please indicate the asbestos removal work and the licence holder name and/or licence number for whom you supervised the work.

Non-friable (Class B) asbestos removal work

Friable (Class A) asbestos fire doors and safes only

Licence holder name/licence number

Licence holder name/licence number

Friable (Class A) asbestos removal work

Licence holder name/licence number

**SECTION 6. EXPERIENCE**

This section only required if seeking authorisation for the first time.

See the *Guide for applicants for asbestos removal and asbestos assessor licences and notifications* for experience required for each type of work.

I have attached a description of the work undertaken.

I have attached written references that support the description of the work undertaken.

## SECTION 7. EVIDENCE OF TRAINING

Attach a copy of a certificate showing successful completion of vocational education and training course for the authorisation(s) sought. See the *Guide for applicants for asbestos removal and asbestos assessor licences and notifications* for more information.

I have attached a copy of a certificate(s) showing successful completion of training or vocational education course.

### GENERAL CONSTRUCTION INDUCTION TRAINING

It is a requirement of the WHS Regulation that workers carrying on construction work must have a General Construction Induction Training (GIT) card, or training certification pending the issue of a GIT card.

GIT card number for the nominated supervisor

If a GIT course was completed within the last 60 days, provide the Statement of Training number issued by the registered training organisation

If issued outside NSW, provide the state or territory where issued (a copy of the front and back of the interstate card must also be attached)

## SECTION 8. APPLICANT'S DECLARATION

I, \_\_\_\_\_ (print name)

declare that:

- I have authority from the corporation to complete and submit this application (corporation applicants)
- the information supplied in this application is true and correct to the best of my knowledge
- each nominated supervisor is at least 18 years old
- I consent to SafeWork NSW making enquiries and exchanging information with work health and safety regulators of other states, territories and the Commonwealth regarding any matter relevant to this application
- I have read the privacy compliance statement and consent to SafeWork NSW using my information (including personal information) as outlined in that statement
- To the extent that I have provided personal information about another person, I have authority from that person to complete and submit this application and to provide consent on that person's behalf the information supplied in this application is true and correct to the best of my knowledge .

Applicant's signature

Date (DD/MM/YYYY)

## SECTION 9. CHECKLIST TO SUBMIT YOUR APPLICATION

### Attached Document

Copy of certificate(s) showing successful completion of vocational education and training course(s) for which authorisation is sought. (Only required if seeking authorisation for the first time).

Description of the work undertaken and written references supporting the description of work undertaken (Only required if seeking authorisation for the first time), as per section 6.

Complete and submit a separate form for each additional supervisor.

Copy of General Induction Training card (front and back) if issued outside NSW.