

DEMOLITION SUPERVISOR NOMINATION – APPLICATION

DEMOLITION – 02 DECEMBER 2017

Complete this form to:

- add a supervisor to a demolition licence
- update details of a supervisor attached to a demolition licence
- add another demolition work authorisation to an existing supervisor
- remove a supervisor from a demolition 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 demolition licences and notifications* (catalogue no. SW08018) when completing this application.

Complete one *Demolition supervisor nomination – application* (catalogue no. SW08100) (Demolition – 03) for each 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.

All sections must be completed.

For assistance call 13 10 50

Fees

There is no fee associated with this form.

Lodgement instructions

Email (preferred): licensing@safework.nsw.gov.au

Post: Customer Experience, 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.

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

Demolition licence number

Licence holder's name

OR

Nomination of an additional supervisor for a new demolition licence application.

SECTION 2. TYPE OF CHANGE

Mark one box only.

Add a supervisor. Complete all sections of the form.

Change supervisor's personal details. Complete sections 3, 8 and 9 only.

Remove a supervisor. Complete sections 3, 8 and 9 only.

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

SECTION 3. NOMINATED SUPERVISOR DETAILS

Title Family/Surname

Date of birth (DD/MM/YYYY)

Given name

Daytime contact number Mobile number

Other names

Email

SECTION 3.1 WILL THE SUPERVISOR BE A MANAGEMENT SUPERVISOR?

Yes. Please go to section 3.2.

No. Please go to section 3.3.

SECTION 3.2 POSITION IN THE CORPORATION

Is the nominated management supervisor a director or general manager (or equivalent) of the corporation?

Yes

No. I have attached a letter from the director of the corporation, stating the supervisors role in the management of the corporation and authorising them to act as the management supervisor for the purpose of this licence.

SECTION 3.3 BUSINESS ADDRESS (OF THE SUPERVISOR)

Same as corporation's address

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

Suburb

Street name

State

Postcode

SECTION 4. TYPE OF DEMOLITION

Mark the demolition work for which the supervisor is seeking authorisation. Mark one box only.

Restricted demolition. Please go to section 5.

Upgraded restricted demolition. Please go to section 4.1.

Demolition. Please go to section 5.

SECTION 4.1 UPGRADED RESTRICTED DEMOLITION

Mark the appropriate boxes.

Demolition of chemical installations

Demolition of pre-tensioned or post-tensioned structures

Demolition using a tower crane on site

Demolition above 15 metres in height

Demolition using explosives

Demolition involving floor propping

Demolition using a mobile crane with a rated capacity of more than 100 tonnes

SECTION 5. QUALIFICATIONS (NOMINATED SUPERVISOR)

Refer to the *Guide for applications for demolition licence and notifications* (catalogue no. SW08018) for more details about the knowledge and experience required.

Have you previously been authorised to supervise demolition work on another NSW issued licence?

Yes. Please indicate the type(s) of demolition work, and the licence holder name and/or the licence number for whom you supervised the work.

No. You must provide demonstrate your qualifications and experience. Please go to section 6.

DEMOLITION

Restricted demolition work

Licence number

Licence holder name

Demolition work

Licence number

Licence holder name

DEMOLITION TYPES

Demolition of chemical installations

Licence number

Licence holder name

Demolition of structures above 15 metres

Licence number

Licence holder name

Demolition using a tower crane

Licence number

Licence holder name

Demolition of pre or post tensioned structures

Licence number

Licence holder name

Demolition involving floor propping

Licence number

Licence holder name

Demolition using a mobile crane rated capacity more than 100 tonne

Licence number

Licence holder name

Demolition using explosives

Licence number

Licence holder name

Individual applicants go to section 9. Corporation applicants go to section 8.

SECTION 6. EXPERIENCE (NOMINATED SUPERVISOR)

- SafeWork NSW generally require three years experience in relevant demolition work
- Please copy this page to provide additional experience
- Please provide specific information, not just general duties/activities.

NAME OF INDIVIDUAL APPLICANT OR MANAGEMENT SUPERVISOR

Title

Family/Surname

Given name

Experience with:

Demolition of chemical installations

Demolition using a tower crane on site

Demolition using explosives

Demolition involving floor propping

Demolition above 15 metres in height

Demolition using a mobile crane with a rated capacity of more than 100 tonnes

Demolition of pre-tensioned or post-tensioned structures

Other (for restricted demolition applications ONLY):

Supervisor/Reference name

Reference contact number

Date of project

From (DD/MM/YYYY)

To (DD/MM/YYYY)

OPERATIONAL EXPERIENCE

Provide a detailed description of duties performed relevant to the type of demolition licence being applied for including your knowledge of safe working methods

Specify the location of the work undertaken

Specify your role on the project

I have attached written reference(s) to support the experience detailed above

I have attached two safe work method statements, required for **each** demolition type nominated above

I have attached photographs of the work undertaken, required for **each** demolition type nominated above

I, the undersigned, do solemnly and sincerely declare that the information contained on this form is true and correct in every particular, to the best of my knowledge.

Nominated supervisor's signature

Date (DD/MM/YYYY)

SECTION 7. EVIDENCE OF TRAINING (NOMINATED SUPERVISOR)

Attach a copy of a certificate or transcript or statement of attainment showing successful completion of the SafeWork NSW recognised training for demolition. Refer to the SafeWork NSW website for more information.

I have attached a copy of my certificate or transcript or statement of attainment

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 individual applicant or nominated supervisor for the corporation

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)

CONSENT TO VALIDATE QUALIFICATION CERTIFICATES**Declaration**

I, _____ (print name)
 hereby authorise (insert name(s) of educational provider who issued your training certificate)

To provide SafeWork NSW with any educational training records that relate to my application for a demolition licence.

Signature

Date (DD/MM/YYYY)

PRIVACY STATEMENT

This information is collected by SafeWork NSW for the purpose of verifying the training documents supporting this application for a demolition licence. The information will not be accessed by any third parties in a way that would identify you, unless the disclosure is required by law.

Please go to section 8.

SECTION 8. SUPERVISOR'S DECLARATION

I acknowledge and agree to be nominated as the management supervisor in this application OR with the change in details as provided in this application OR to the removal of my name against the licence as outlined in this application OR to be nominated as a supervisor for the additional demolition work outlined in this application (**delete whichever is not applicable**).

Supervisor's signature

Date (DD/MM/YYYY)

The supervisor is no longer in my (licence holder's) employment. This declaration does not require completion.

Please go to section 9.

SECTION 9. LICENCE HOLDER'S DECLARATION

I, _____ (print name)

(print the position held in the business)

declare and understand that:

- the information provided is true and correct in every particular
- relevant enquiries will be made in relation to this application
- I have the authority to make this application on behalf of the licence holder (corporation applicants only).
- 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.

Applicant's signature

Date (DD/MM/YYYY)

SECTION 10. CHECKLIST TO SUBMIT YOUR APPLICATION

Attached Document

If the supervisor is not a director or general manager (or equivalent) of the corporation, a letter from the director of the corporation, stating the supervisors role in the management of the corporation and authorising them to act as the management supervisor for the purpose of this licence.

Copy of the certificate or transcript or statement of attainment showing successful completion of SafeWork NSW recognised training course. (Only required if seeking authorisation for the first time).

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

Written references that support the description of the work undertaken. (Only required if seeking authorisation for the first time.)

Photographs of work undertaken. Required for upgraded restricted demolition and demolition licence work, for each demolition type outlined in section 4.1.

Two safe work method statements. Required for upgraded restricted demolition work and for demolition work for each demolition type outlined in section 4.1. (Only required if seeking authorisation for the first time.)