



NSW DPI Reference to WorkCover NSW for a Blasting Explosives Users Licence issued under the Explosives Act 2003.

EXPLANATORY NOTES

Persons must not conduct blasting operations at a non coal mine in NSW unless they are the holders of a Blasting Explosives Users Licence issued by WorkCover NSW. WorkCover will not issue a licence unless they receive a reference from NSW DPI that they are competent and have a genuine reason to blast.

This application form should be used to apply for such a reference from the Department of Primary Industries. A successful applicant will be issued a reference to WorkCover NSW that the applicant be issued a Blasting Explosives Users Licence under the *Explosives Act 2003*, subject to such conditions as recommended by NSW Department of Primary Industries

Applicants should then make their own application to WorkCover NSW for a Blasting Explosives Users Licence and include the DPI reference with this application. www.workcover.nsw.gov.au

This application should be used also by persons seeking a Blasting Explosives Users Licence to fire holes less than 100mm in diameter in a below ground mine. See guidance notes for explanation.

LODGEMENT INSTRUCTIONS

1. Applications can only be made by an individual
2. Applicants must hold a current Unsupervised Handling Licence issued by WorkCover NSW. Application forms are available from WorkCover NSW (www.workcover.nsw.gov.au)
3. Applicants will need to provide evidence they have a genuine reason to blast in a mine.
4. Copies of certificates or qualifications that are to be attached to this application must be certified by a Justice of the Peace or a NSW DPI Mine Safety Operations Officer, as having sighted the original document.

**APPLICATION CHECKLIST**

Please tick the appropriate box to ensure that your application is complete prior to submission to NSW DPI.

Applicant Use Only

- Certified copy of Birth Certificate or Passport
- Application form completed and signed
- Attach certified copy of Unsupervised Handling Licence (Section 3) and Blasting Explosives Users Licence (Section 4) or other shotfiring qualifications (Section 5) (if held)
- Attach letter of blasting experience from the Mine Operator (Section 8) if applicable.
- Completed Log of Practical Experience, Annexure C, (Section 8).
- Attach certified copies of Explosive Courses completed and letter from the mine operator outlining other training completed (Section 9)
- Provide additional evidence that the applicant has a genuine need to blast by either completing a Statutory Declaration (Annexure D) or providing a letter by the mine operator.
- Complete Annexure A (Verification of Legislation and Standards) and Annexure B (Mining Legislation Questionnaire)

1 APPLICANT DETAILS (USE CAPITAL LETTERS)

(Tick which qualification) **Class 1** **Class 2**

Title: Mr / Miss / Ms / Mrs / Other (please specify) _____ **Family Name** _____

Given Name: _____ **Other Names:** _____

Date of Birth: ___/___/____ **Place of Birth:** _____ **Age** (must be over 18): _____

Postal Address: _____

Suburb: _____ State: _____ Postcode: _____

Home Address: _____

Suburb: _____ State: _____ Postcode: _____

Contact No: _____ **Fax No:** _____

E-mail: (if applicable) _____

2 WHAT ARE YOU APPLYING FOR?

Please tick the appropriate box or boxes.

ABOVE GROUND

Class 1: any above ground non coal mine in NSW.

Class 2: limited to specific above ground non coal mine/mines and blasting method/methods nominated)
List mine/mines and blasting method:

BELOW GROUND

Class 1: any below ground non coal mine in NSW

Class 2: limited to specific below ground non coal mine/mines with specific blasting method/methods nominated, eg for blasting holes less than 100 mm in diameter at the Lightning Ridge Opal Field
List mine/mines and blasting method:

3 DETAILS OF EXPLOSIVE UNSUPERVISED HANDLING LICENCE ISSUED BY WORKCOVER NSW

Applicants must hold a current Unsupervised Handling Licence issued by WorkCover NSW. Application forms are available from WorkCover NSW (www.workcover.nsw.gov.au)

Unsupervised Handling Licence No: _____ **Expiry date:** ___/___/____

(Attach certified copy)

4 WORKCOVER BLASTING EXPLOSIVES USERS LICENCE (IF HELD)

If you have a current Blasting Explosives Users Licence issued by WorkCover NSW attach certified copy.

Blasting Explosives Users Licence No: _____ **Date Issued:** ___/___/___

5 LIST ANY OTHER SHOTFIRER'S QUALIFICATIONS (IF APPLICABLE)

Include shotfirer's certificates and/or permits issued under the *Mines Inspection Act 1901* or by another authority or state.

6 MINE FOR CONDUCTING PRACTICAL ASSESSMENT

Mine Name: _____

Mine Location: _____

Contact No: _____ **Fax No:** _____

Type of Mine (Above/Below Ground; Quarry; etc) _____

Name of Shotfirer Supervising Practical Assessment:

Name of representative of the mine operator:

7 EMPLOYMENT HISTORY (SUMMARY)

- Name and telephone of current employer and other employers within past 4 years (if applicable)

Employers Name	Contact Details	Dates of Employment	Main Duties
1.			
2.			
3.			
4.			

8 BLASTING EXPERIENCE

- Details of blasting experience and associated periods. Note: the applicant must be able to provide proof they have completed at least 6 months experience under the supervision of a qualified shotfirer, loading and firing blasts. Generally this would equate to involvement in 12 blasts, however an inspector may determine if it is impractical to complete 12 training blasts, a lesser number maybe acceptable. If applicable attach a letter from the mine operator outlining the applicant's experience.
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- Attach completed Log of Practical Experience Annexure C – this should detail participation by the applicant in 12 blasts each signed by the supervising shotfirer, or a lesser number as determined by an inspector.

9 EXPLOSIVES TRAINING COURSES COMPLETED

List any relevant explosives training courses undertaken and/or any accreditation gained. For example, NSW TAFE explosives courses and/or other training organisations courses including mine in-house training. This should include a transcript of competencies attained. If applicable attach a letter from the mine operator explaining the level of blasting training the applicant has completed. (See Guidance Notes for requirements)

10 EVIDENCE OF NEED TO CONDUCT BLASTING OPERATIONS AND HOLD A BLASTING EXPLOSIVES USERS LICENCE

Detail why you need to hold a Blasting Explosives Users Licence. Additional evidence must be attached in the form of a statutory declaration by the applicant or a letter from the mine owner or general manager that the applicant has a genuine need to hold a Blasting Explosives Users Licence to conduct blasting operations at a mine. Reference can be made to the applicant being nominated in a Mine Site Security Plan.

11 APPLICANT'S DECLARATION

I (print your name in BLOCK LETTERS) _____ Phone _____

Of (print your home address) _____ Postcode _____

Hereby declare that:

- I am 18 years of age, or over
- The above information contained in this application is true and correct to the best of my knowledge
- I consent to the making of inquiries of, and the exchange of information with, the authorities of any State or Territory regarding any matter relevant to this application
- I am aware that if NSW DPI is notified of a change in my security status the certificate/permit may be suspended or cancelled and my employer notified
- I am aware that it is an offence to provide any information or produce any documentation that I know is false or misleading in a material particular that a certificate/permit issued based on false or misleading information may be suspended, cancelled and/or prosecuted
- I agree to comply with Mine Health and Safety Act 2004, Mine Health and Safety Regulation 2007, Explosives Act 2003, Explosives Regulation 2005 and all conditions in the reference if this application is successful.

Signature of person making this declaration _____ Date ___/___/___

PRIVACY COMPLIANCE STATEMENT

This information is collected by New South Wales Department of Primary Industries (NSW DPI) for the purposes of undertaking an evaluation, assessment and processing of an application for a DPI reference to WorkCover for a Blasting Explosives User's Licence.

This information may also be used by NSW DPI for the purpose of confirming applicant details in the event replacement of references are applied for, and may also be used to establish and maintain a database to assist NSW DPI and its inspectorate with its work generally. Except for the purposes of prosecution and unless such disclosure is otherwise required by law, the information will not be accessed by any third parties in a way that would identify the individual without the consent of that individual.

You may also apply to NSW DPI to access and correct any information NSW DPI holds if that information is inaccurate, incomplete, not relevant or out of date. Applications should be made in writing to:

Privacy Contact Officer, Department of Primary Industries, PO Box 344, Hunter Regional Mail Centre, Maitland NSW 2310

FOR OFFICE USE ONLY

Date application received: _____

Receipt No: _____

File No: _____

Date Issued: _____

Comet Event No: _____

Approved by Chief Inspector (Class 1) _____

PLEASE FORWARD APPLICATIONS TO:

Mining Industry Competencies Unit
 PO Box 344
 Hunter Regional Mail Centre
 MAITLAND NSW 2310
 Phone: 02 49316546
 Fax: 02 49316790
 or your nearest DPI office where Mine Safety Operations staff are located.

For further information contact your local DPI office or log onto www.dpi.nsw.gov.au

VERIFICATION OF LEGISLATION AND STANDARDS

Applicant's Name: _____

The purpose of this verification is to ensure that the applicant is familiar with and has access to the following documents in regard to blasting operations at a mine.

If the applicant does not have access to one or more these documents the application will not proceed.

Document	Applicant has access to documents (yes/no)	Applicant's signature
Occupational Health and Safety Act 2000		
Occupational Health and Safety Regulation 2001		
Mine Health and Safety Act, 2004		
Mine Health and Safety Regulation, 2007		
Explosives Act, 2003		
Explosives Regulation, 2005		
The following Australian Standards and updated versions when issued:		
AS 2187.1-1998 Explosives - Storage, transport and use – Storage		
AS 2187.2-2006 Explosives - Storage, transport and use - Use of Explosives		
Australian Explosives Code		
Other documents as specified by Inspector or Mine Safety Officer but not limited to:		
Blasting Management Plan		
Site Security Plan		
Emergency Plan (related to explosives)		

OFFICE USE:	
Name of Officer	
Date of verification	
Name of applicant's normal workplace	
Documents verified at applicant's normal workplace	

MINING LEGISLATION QUESTIONNAIRE

Questions to be answered by applicant

You should answer all the following questions personally in your own time. They are intended to assess your knowledge and understanding of the provisions of the legislation applicable on a mine site.

You will need to refer to the Occupational Health and Safety Act (OHSA) 2000, Mine Health and Safety Act (MHSA) 2004, Mine Health and Safety Regulation 2007 as well as the Explosives Act 2003 and Explosives Regulation 2005.

Please return your answers with the application.

Note: Write the words from the legislation or your own understanding of the legislation unless otherwise stated.

Occupational Health and Safety Act 2000

1. Describe in your own words how an employer should implement the duty of care. OHSA 2000 Section 8

2. Division 2 of the OHS Act gives inspectors and mines safety officers powers to enter mines at any time of day or night to ensure the mines are being worked safely in accordance with the Act and Regulation. What are the main powers given to an inspector and mine safety officer to assist them with their duties? Mention key points only. OHS Act Section 50, 54, 60, 62, 63

3. Explain why the shotfirer should consult with the blast crew members/people when decisions are sought to deal with health and safety issues? OHS Act 2000 Section 13 and 14

4. When is consultation required? OHS Act 2000 Section 15

Mine Health and Safety Act (MHSA) and Regulation (MHSR)

5. What has the Mine Health and Safety Regulation 2007 to say about the handling of explosives at a mine? MHSR Clause 55

6. The MHS Act requires all mines to have a Mine Safety Management Plan in place: Subdivision 2. What procedures should the plan include which relates to blasting? MHSR Clause 14

7. (a) Define "contractor": MHSA Section 3

- (b) What is required of a contractor before they commence work at a mine? MHSR Clause 29

8. What are the responsibilities of a mine operator with respect to providing supervision of extraction activity? MHSR Clause 16

9. List the hierarchy of controls that a mine must use when dealing with risks? MHSR Clause 4

10. How should a mine operator ensure that adequate response is made when a situation is not controlled by the mine safety management plan for the mine and there is a threat to the life or physical well-being of persons at or outside the mine? MHSA Section 42.

11. (a) What matters must a fitness-for-work program address and how should it be implemented? MHSR Clause 82.

- (b) What are the requirements for a person in relation to the use of alcohol and drugs on a mine site? MHSR Clause 83.

12. What should the mine operator consider when assessing risks associated with the handling of explosives at the mine? MHSR Clause 41.

13. What information should the mine operator keep regarding the persons handling explosives? MHSR Clause 56.

14. What are the requirements for coordination and communication with persons handling explosives on a mine site? MHSR Clause 57

15. What are the requirements for notifying and reporting blasting matters to an inspector or mine safety officer? MHSR Clause 145.

20. When does a person need to hold an unsupervised handling licence and what does it allow them to do? Explosives Regulation 2005, Clause 27.

21. A security plan is required to be submitted to WorkCover with every application for a Licence to Store Explosives at a mine. What do the Explosives Regulations 2005, clause 29 require the plan to contain?

22. What are the reporting requirements for the loss or theft of explosives or explosive precursors at a mine?" Explosives Regulation 2005, clause 39

23. When is an emergency plan required, what should it contain and how should it be developed and reviewed? Explosives Regulation 2005, Clause 66

24. What are the rules for taking any ignition source into a place where explosives are stored?
Explosives Regulation 2005, Clause 71

25. What is meant by a serious incident? Explosives Regulation 2005, Clause 75 (1)

26. What are the reporting requirements for a serious incident at a mine? Explosives Regulation 2005, Clause 75 (2 to 8)

If space is not sufficient, please answer the questions on your own paper.

Guidance Notes

APPLICATION FOR NSW DPI REFERENCE TO WORKCOVER FOR A BLASTING EXPLOSIVES USERS LICENCE ISSUED UNDER THE EXPLOSIVES ACT 2003

1 INTRODUCTION

Persons must not conduct blasting operations at a mine in NSW unless they are the holders of a Blasting Explosives Users Licence issued by WorkCover NSW. WorkCover will not issue a licence unless they receive a reference from NSW DPI that they are competent and have a genuine reason to blast.

This application form should be used to apply for such a reference from the Department of Primary Industries. A successful applicant will be issued a reference to WorkCover NSW that the applicant be issued a Blasting Explosives Users Licence under the *Explosives Act 2003*, subject to such conditions as recommended by NSW Department of Primary Industries

2 WHAT HAS CHANGED WITH THE INTRODUCTION OF THE EXPLOSIVE ACT 2003?

As of 1 September 2005 the NSW *Dangerous Goods Act* was repealed and replaced by the *Explosives Act 2003* and supporting *Explosives Regulations 2005*, for all matters relating to explosives. All other matters were included in the *OHS Amendment (Dangerous Goods) Act 2003* and supporting *OHS Amendment (Dangerous Goods) Regulation 2005*.

The main purpose of the new *Explosives Act 2003* was to ensure public safety and security through the prevention of unauthorised access to explosives and concentrated ammonium nitrate.

Under the Act a new licensing system was introduced from 1 September 2005 for importers, manufacturers, transporters, suppliers, users and other classes of persons. WorkCover NSW being the sole licence-issuing authority.

The legislation provides that people may only have unsupervised access to handle explosives and concentrated ammonium nitrate if they are the holders of an Unsupervised Handling Licence. The application process for this licence involves a National Probity Assessment conducted by the NSW Police (security check) and this licence is a prerequisite for all other licences issued under the *Explosives Act 2003* such as a Blasting Explosives Users Licence and a Blasting Explosive Learners Licence.

Every person who is responsible for conducting blasting must be the holder of a Blasting Explosives Users Licence and be responsible for all persons involved in the blasting operations. People who handle explosives in the process that do not have an Unsupervised Handling Licence must do so under the direct supervision (line of sight) of the person holding the Blasting Explosives Users Licence.

The arrangement between WorkCover NSW and DPI is that WorkCover NSW will not issue a licence relating to mines without a recommendation from DPI. It will remain the DPI responsibility to determine the standard of competency required for persons using explosives at mines.

3 WHAT ARE THE DIFFERENT LIMITATIONS OF SHOTFIRERS RECOMMENDED IN A REFERENCE?

Class 1: a reference may recommend a licence be issued which applies to any above ground, below ground mine or both. Such references for below ground mines may recommend the licence be limited for production, development or secondary blasting. To gain such a reference the applicant must have completed a course of training recognised by the Department and attain the required competencies for the blasting they are to carry out. The Chief Inspector of Mines may issue a reference subject to those conditions considered necessary.

Class 2: a reference may recommend a licence be issued for a nominated mine or mines and method or methods. The inspector assessing the application will determine whether the level of training received by the applicant is adequate or whether additional training is required. The inspector may issue a reference subject to those conditions considered necessary.

4 SPECIFIC REQUIREMENTS FOR A CLASS 1 REFERENCE

A Class 1 reference attests the holders competence to conduct blasting in either an above or a below ground mine or both in NSW. A Class 1 reference for below ground mines may recommend a licence be issued for production, development or secondary blasting.

A Class 1 reference may recommend a licence restriction to:

- Above Ground Mine
- Below Ground Mine for the following types of blasting:
 - Production
 - Development
 - Secondary blasting

Note:

Development – means development blasting in below ground mines for the firing of shots in drill holes less than 6 metres in length including all types of driving, crosscutting, declines, stripping, shaft sinking, raising, flatbacking, uphole stripping and similar operations.

Production – means production blasting in below ground mines for the firing of all production blast holes greater than 6 metres in length.

Secondary blasting – means the firing of explosives charges for the purposes of breaking large stones in below ground mines.

Applicants for a Class 1 reference must meet the following requirements:

- Be over the age of 18 years
- Have an Unsupervised Handling Licence issued by WorkCover NSW
Completed a course of training approved by the Board of Examiners and attain the required competencies for the blasting they are to carry out. See the attached “Table of Shotfiring Competencies”, Annexure F for the competency requirements. An example of an approved blasting course is the NSW TAFE Explosives Course.
- Completed at least 6 months’ experience under the supervision of a qualified shotfirer. This 6 months’ experience should equate to the personal participation by the applicant in the loading and firing of 12 or more blasts in the category for which the blasting is to apply. The experience requirement is the same for all categories except for development mining in below ground mines where the requirement is the loading and firing of 30 or more development blasts. An inspector may determine if it is impractical to complete the training requirement and if a lesser number is acceptable.

A letter should be attached from the mine owner/manager or supervising shotfirer outlining the applicant’s experience. The log of blasting experience Appendix C should also be completed and submitted with the application.

- Provide evidence they have a genuine reason to carry out blasting operations at a mine. This may be in the form of a letter from the mine owner/manager or a nomination of the person in a mine’s Site Security Plan
- Undergo a practical assessment conducted by an inspector at a mine and be deemed to have the competency, skills and knowledge to carry out safe blasting operations.

5 SPECIFIC REQUIREMENTS FOR A CLASS 2 REFERENCE

A Class 2 reference recommends a licence be granted for a nominated mine and subject to any restrictions imposed by the inspector. Such restrictions usually refer to the types and quantities of explosive systems and products that can be used. Applicants for a Class 2 reference must meet the following requirements:

- Be over the age of 18 years
- Have an Unsupervised Handling Licence issued by WorkCover NSW
- Provide evidence of training in the blasting method/methods being used at the mine/mines for which the application applies. An inspector will assess whether the level of training is adequate and whether additional training is required.
- Completed at least 6 months' experience under the supervision of a qualified shotfirer. The experience should consist of the personal participation in the loading and firing of 12 or more production blasts in an above ground mine/quarry or a below ground mine, for which the permit is to apply. An inspector may determine if it is impractical to complete 12 training blasts and if a lesser number is acceptable. A letter should be attached from the mine owner/manager or supervising shotfirer outlining the applicant's experience. The log of blasting experience Appendix C should also be completed and submitted with the application.
- Provide evidence they have a genuine reason to carry out blasting operations at a mine. This may be in the form of letter from the mine owner/ manager or a nomination of the person in a mine's Site Security Plan
- Undergo a practical assessment conducted by an inspector at a mine and be deemed to have the competency, skills and knowledge to carry out safe blasting operations.

6 NSW DPI REFERENCE TO WORKCOVER NSW

A NSW DPI reference to WorkCover NSW for grant of a Blasting Explosives Users License will be issued to a successful applicant in accordance with the requirements above.

7 FURTHER INFORMATION

Further information or help with your application may be sourced from your local NSW Department of Primary Industries office. Refer to the department's internet site: www.dpi.nsw.gov.au.

**TABLE OF SHOTFIRING COMPETENCIES REQUIRED FOR A CLASS 1 REFERENCE FOR
BLASTING EXPLOSIVES USERS LICENCES (non-coal mines, Explosives Act 2003)**

EXPLOSIVES ACT 2003 - WORKCOVER LICENCE		BEUL ABOVE GROUND MINE		BEUL BELOW GROUND MINE	BEUL BELOW GROUND MINE (Development)	BEUL BELOW GROUND MINE (Production)	BEUL BELOW GROUND MINE (Secondary)
		Metalliferous Package	Extractive Package	Metalliferous Package	Metalliferous Package	Metalliferous Package	Metalliferous Package
Competency Units	Training Package						
<i>MNMG352A - Apply blasting activities</i>	<i>MNM05</i>	X	X	X	X	X	X
<i>MNMG414A - Monitor and control the effects of blasting on the environment</i>	<i>MNM05</i>	X	X				
<i>MNMG205A - Maintain magazine</i>	<i>MNM05</i>						
<i>MNMG210A - Store, handle and transport explosives</i>	<i>MNM05</i>	X		X	X	X	X
<i>MNMG241A - Conduct mobile mixing of explosives</i>	<i>MNM05</i>						
<i>MNMG311A - Conduct secondary blasting</i>	<i>MNM05</i>			X	X	X	X
<i>MNMG313A - Charge blast holes*</i>	<i>MNM05</i>			X			
<i>MNMG321A - Charge production blast holes</i>	<i>MNM05</i>			X		X	
<i>MNMG322A - Initiate blasts by remote control</i>	<i>MNM05</i>						
<i>MNMG323A - Charge development blast holes</i>	<i>MNM05</i>			X	X		
<i>MNMG349A - Conduct accretion firing</i>	<i>MNM05</i>						
<i>MNMG353A - Fire surface blasts</i>	<i>MNM05</i>	X					
<i>MNMG406A - Manage blasting activities</i>	<i>MNM05</i>						
<i>MNMG412A - Initiate blasts</i>	<i>MNM05</i>			X	X	X	X
<i>MNQOPS311A - Conduct blast survey</i>	<i>MNQ03</i>						
<i>MNQOPS312A - Conduct blast hole drilling operations</i>	<i>MNQ03</i>						
<i>MNQOPS313A - Handle and transport explosives</i>	<i>MNQ03</i>		X				
<i>MNQOPS413A - Conduct shotfiring</i>	<i>MNQ03</i>		X				
<i>MNQOPS511A - Design surface blasts</i>	<i>MNQ03</i>						
<i>MNQOPS512A - Manage blast hole drilling operations</i>	<i>MNQ03</i>						
<i>MNQOPS513A - Manage blasting operations</i>	<i>MNQ03</i>						
CONDITIONS:		1, 5	1, 5	2, 5	2, 4, 5	2, 3, 5	2, 3, 4, 5

CONDITIONS:

1. Surface blasting only
2. Underground blasting only
3. Excludes development blasting
4. Excludes production blasting
5. Excludes coal mining operations

NOTES:

- I. This table sets out the competencies required to obtain a Class 1 reference. Such a reference may recommend a licence be for an above or below ground mine or both. Below ground mine licences may be issued for either: production, development or secondary blasting.

Definition:

Development – means development blasting in below ground mines for the firing of shots in drill holes less than 6 metres in length including all types of driving, crosscutting, declines, stripping, shaft sinking, raising, flatbacking, uphole stripping and similar operations.

Production – means production blasting in below ground mines for the firing of all production blast holes greater than 6 metres in length.

Secondary blasting – means the firing of explosives charges for the purposes of breaking large stones in below ground mines.

RECOMMENDATIONS:

- A. Drill and blast supervisors and mine managers should consider gaining competency MNMG406A – Manage blasting activities or MNQOPS513A – Manage blasting operations respectively.
- B. Shotfiring personal who use Mobile mixing units (MMU's) should consider gaining competency in MNMG241A – Conduct mobile mixing
- C. The matrix shows all of the competencies in relation to blasting that are currently available from the National Training Package, MNM05 Metalliferous Mining and MNQ03 Extractive Industry. It may be advantageous for shotfirers to gain all available competencies from either package.