



NSW Occupational Health and Safety Regulation 2001

NEW APPLICATION - ITEM OF PLANT

FOR ITEM REGISTRATION OF BOOSTER FANS, DIESEL ENGINE SYSTEMS AND POWERED WINDING SYSTEMS USED IN UNDERGROUND MINES

EXPLANATORY NOTES

The *Occupational Health and Safety Regulation 2001* (OHS Regulation), as amended in December 2006, requires all booster fans, diesel engine systems and powered winding systems used in underground mines at coal workplaces to be item registered with New South Wales Department of Primary Industries (NSW DPI). The NSW DPI may specify criteria in the *Gazette*. These items must be registered regardless of when they were designed and manufactured. There are savings and transitional provisions for types previously approved by NSW DPI.

This application form is used to item register each booster fan, diesel engine system and powered winding system (including lifts in mine shafts) used in underground mines.

This application form relates to those registrations necessary to be registered with NSW DPI as distinct from those registered with WorkCover

An initial registration form must be completed for each item. Item registration needs to be renewed annually. NSW DPI will automatically generate renewal notices each year. **It is an offence to operate plant that is not correctly registered under the *Occupational Health and Safety Regulation 2001*. Maximum penalty \$11,000.**

HOW DO I APPLY FOR REGISTRATION?

Applicants for item registration must submit a completed application form for each item of Plant with NSW DPI. Incomplete applications will not be accepted and will be returned.

INSTRUCTIONS FOR COMPLETING THIS FORM

1. Applicant information - An application for item registration may be made by a person who can clearly identify the item of plant and can state that the plant has been inspected by a competent person and it is safe to operate. Normally this is the owner or person who has control of the item. NSW DPI requires information relating to the owner of the specified plant as well as the person who has control of the item, and the working location of that plant. (OHS Regulation schedule 4A)



2. Related Registration numbers

- (a) **Design registration No.** – All booster fans, diesel engine systems and powered winding systems used in underground mines designed and manufactured after 22 December 2006 are required to be design registered with NSW DPI.
- (b) **Previous approval number for older plant** - Please provide the design registration number or previous NSW booster fans, diesel engine systems and powered winding systems used in underground mines approval number. These items were required to be approved prior to the commencement of the *OHS Regulation*.
- (c) **Alteration/Relocation or Change of ownership**
 - (i) A booster fan, diesel engine system or powered winding system used in underground mines that is **altered** in accordance with the following criteria will require new design registration and new item registration with NSW DPI. New applications for registration of plant design **and** item registration must be completed if there has been:
 - (a) an increase in the capacity of Plant above that originally designed **or**
 - (b) any modification to the original manufacturer's design specification, whether for increased capacity, alterations, design or safety improvements.The above does not include routine maintenance, repair or replacement (eg painting, changing design of controls or gauges equivalent to the original specifications, or changing of components equivalent to the original specifications).(refer clause 117)
 - (ii) Items of plant that have a change of ownership or lessee, or where these are of a fixed nature and are relocated, will require notification to NSW DPI (complete a Notice of relocation or Change of ownership form, available from NSW DPI offices) within 14 days of its occurrence, to maintain registration.

3. Plant item details– Please ensure that all questions for the item of Plant to be registered are completed by filling in the required information and ticking the appropriate boxes. By completing your application correctly you will help NSW DPI to process your registration quickly and accurately. This will avoid delays in the registration and minimise the possibility of NSW DPI needing to contact you about missing or unclear information.

4. Statement – Under the OHS Regulation, the applicant must provide a statement that the plant has been inspected by a competent person and be safe to operate. A competent person must make a declaration (Clause 113 (3)(c) to that effect (section 4).

5. Applicant's declaration – The applicant must complete and sign the declaration that all information provided is true and correct.

LODGEMENT OF APPLICATION FORMS – Completed forms can be lodged at:

Plant Item Registration
NSW DPI
Mine Safety Technology Centre
8 Hartley Drive
THORNTON 2322
PO Box 343
HUNTER REGION MAIL CENTRE 2310
Email: MineSafety.Registration@dpi.nsw.gov.au

If you have any questions about Plant registration, you can email the Registration Unit at DPI on MineSafety.Registration@dpi.nsw.gov.au or contact the DPI NSW registration staff on phone 02 4924 4000, or refer to Guidance Note GNC-006 Plant Item Registration.



NSW DEPARTMENT OF PRIMARY INDUSTRIES

PRIVACY COMPLIANCE STATEMENT

Information on this form is collected by the NSW Department of Primary Industries for the purposes of item registration. The information will be retained by the Division of Mineral Resources, Mine Safety Operations Branch. The information is required by the *Occupational Health and Safety Regulation 2001* and failure to provide information will result in the forms being returned.

This information may also be used for the purpose of undertaking an inspection or audit of the applicant's compliance with the requirements of the *Occupational Health and Safety Regulation 2001*. The information may also be used by DPI to establish and maintain a database and to assist the inspectorate with their work generally.

Information will not be accessed by any third parties in a way that would identify the individual, except for the purposes of prosecution and unless such disclosure is otherwise required by law.

The supply of this information is required by the *Occupational Health and Safety Regulation 2001* for item registration of booster fans, diesel engine systems or powered winding systems. If this information is not supplied to DPI your registration application may not be processed.

You may apply to DPI to access and correct any information DPI holds if that information is inaccurate, incomplete, not relevant, or out of date at the following address:

Plant Item Registration
New South Wales Department of Primary Industries
Mine Safety Technology Centre
8 Hartley Drive
THORNTON 2322
PO Box 343
HUNTER REGION MAIL CENTRE 2310
Email: MineSafety.Registration@dpi.nsw.gov.au

Note – it is an offence under the *Occupational Health and Safety Regulation 2001* to provide false or misleading information in this application. Maximum penalty \$11,000.

Complete all details below and the relevant sections overleaf. See the front page for advice on completing these details.

Please print clearly. Where boxes are provided please mark your response with a cross.

1. APPLICANT INFORMATION

1. The applicant must be the person in control of the plant
2. Please identify your role in relation to the item to be registered.

Note - If the person in control changes the change of ownership form must be provided within 14 days

Mine Contractor Hire Company

Other (Please specify) _____

Applicant's (legal) name _____



**NSW DEPARTMENT OF
PRIMARY INDUSTRIES**

Trading name _____

ABN _____ ACN _____

Registered company (street) address _____

Suburb/Town _____ State _____ Postcode _____

Postal address (if different) _____

(This is the address where registration renewal notices will be sent.)

Telephone _____ Fax _____

Email _____

*Working location of Plant** _____

*(Only applicable for booster fans and powered winding systems)

2. THIRD PARTY DELEGATION

Where the applicant delegates to a third party the completion and submission of this form to the DPI, then a letter of authority must be provided.

Details of third party:

Name _____ ABN _____

Street Address _____

Suburb/Town _____ State _____ Postcode _____

Postal address (if different) _____

Telephone _____ Fax _____

Email _____

Contact person _____



3. PLANT INFORMATION

Equipment Type

Booster fan Diesel engine system

Powered winding system used in underground mines

Application Type (for Diesel Engine Systems only)

New Diesel Engine Systems Reconditioned Diesel Engine Systems

In service Diesel Engine Systems being registered for the first occasion

4. RELATED REGISTRATION NUMBER

Design registration or approval no. _____

Note: A copy of the design registration documents are to be provided for new applications.

Attach a separate sheet if there is not enough space. If design was previously registered interstate please supply a copy of the design verification statement.

Note – Design registration in another state does not necessarily ensure item registration in NSW

For diesel engine systems, previous NSW DE No., if applicable _____

5. PLANT ITEMS DETAILS

Booster Fan

- Manufacture of the booster fan _____
- Model of the booster fan _____
- Serial number of the booster fan _____
- Type of fan _____
- Maximum volumetric capacity of the booster fan (m^3/s) _____
- Maximum inlet pressure (kPa) _____
- Maximum dynamic pressure (kPa) _____
- Type of fan speed, flow and pressure control _____



Diesel Engine System

- Plant (machine) make _____
- Plant (machine) model _____
- Plant (machine) serial number _____
- Diesel engine make _____
- Diesel engine model _____
- Diesel engine serial number _____
- Rated power (kW) _____
- Minimum ventilation quantity
 - gaseous emissions (m³/s) _____
 - particulate filter (m³/s)^{*1} _____
 - particulate signature without filter (m³/s)^{*1} _____
- Baseline^{*2}
 - CO₂ (ppm) _____
 - CO (ppm) _____
 - NO_x (ppm) _____
 - Particulate emissions (mg/m³)^{*1} _____

^{*1} Not required until 1 July 2007

^{*2} Licensed lab test report required; baseline test only required for new or reconditioned engines.

Powered Winding System

- Name of powered winding system _____
- Description of powered winding system including use _____
- Type of winder _____
- Installed in shaft or drift _____
- Installed power (kW) _____
- Maximum rated capacity & speed of winder for materials (tonnes) (m/s) _____
- Maximum rated capacity & speed of winder for men (tonnes) (m/s) _____
- Date of last dynamic brake test _____
- Date of last verification (proof testing) of all safety critical controls _____
- Breaking strength of cables/rope(s) (kN) _____
- Description of braking system _____
- Description of control system _____



6. STATEMENT

This plant has been inspected by a competent person* and is safe to operate.

- For new or reconditioned DES, verify compliance with clause 4.4 AS/NZS 3584.2 indicate by ticking box

Name of competent person _____ Date of inspection _____

Qualifications _____

Experience _____

Street Address _____

Suburb/Town _____ State _____ Postcode _____

Postal address (if different) _____

Telephone _____ Mobile _____

Fax _____ Email _____

Signature _____

*Note - A person is considered competent to make the statement that the "plant is safe to operate" if:

- 1) That person has relevant qualifications and experience in the assessment of items of plant similar to that which is being assessed and
- 2) Has knowledge and a thorough understanding of all:
 - (a) Hazards
 - (b) Risk controls
 - (c) Safety critical systems, associated with the particular plant being assessed



7. APPLICANT'S DECLARATION

I declare that the above details and statement are true and correct to the best of my knowledge and belief.

Applicant signature _____ Date: _____

Name Mr/Mrs/Ms (please print) _____

Job title (please print) _____

Telephone _____ Mobile _____

Fax _____ Email _____

It is an offence under the *Occupational Health and Safety Regulation 2001* to provide false or misleading information in this application. Maximum penalty \$11,000. It is an offence to operate Plant that is not correctly registered under the *Occupational Health and Safety Regulation 2001*. Maximum Penalty \$11,000

8. CHECKLIST

Please complete the following check list prior to forwarding the form.

- | | Tick <input checked="" type="checkbox"/> (Applicant Use) |
|--|--|
| Is the application form is signed? | <input type="checkbox"/> |
| If the applicant is not the owner/controller, is a letter from the owner/controller stating that they approve an application being made on their behalf is attached? | <input type="checkbox"/> |
| The statement is completed and the competent person details are provided and declaration made? | <input type="checkbox"/> |
| Are the details for the Plant for which the item registration is sought are completed? | <input type="checkbox"/> |
| Has all the documentation as requested provided? | <input type="checkbox"/> |

Incomplete forms are not accepted and will be returned.