

WORKSAFE VICTORIA

# NOTIFICATION OF DANGEROUS GOODS STORAGE AND HANDLING

March 2010

WorkSafe Victoria 1800 136 089

www.worksafe.vic.gov.au

licensing@worksafe.vic.gov.au

## 1. Who Should Complete This Form?

You should complete this form if you are required to notify WorkSafe Victoria (WorkSafe) of the presence of dangerous goods under *Regulation 506* of the *Dangerous Goods (Storage and Handling) Regulations 2000*.

Dangerous goods do not need to be notified if the quantity of dangerous goods is below the notifiable quantity in the column headed "Manifest Quantity" in the table in Schedule 2 of the *Dangerous Goods (Storage and Handling) Regulations 2000* for a specified class.

Office use only  
checklist  
(Please circle)

## 2. Notifier's Details

### 2.1 Organisation Details

Full Legal Name of Organisation

Trading As

ABN

ACN

Registered Office Address

Suburb/Town

State

Postcode

Street Address/Postal Address

Suburb/Town

State

Postcode

### 2.1.1 Contact Person's Details

Title

Surname

Given Name

Telephone

Area Code

Mobile

Fax

Area Code

Email Address

Is section 2  
complete?

Y N

Details  
verified to ID?

Y N

ID Ref

Trim No.

## 2. Notifier's Details (Cont.)

### 2.2 Individual's Details

Title	Surname	Given Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
ABN		
<input type="text"/>		
Telephone	Mobile	Fax
{ <input type="text"/> }	<input type="text"/>	{ <input type="text"/> }
<small>Area Code</small>		<small>Area Code</small>
Email Address		
<input type="text"/>		
Street Address		
<input type="text"/>		
Suburb/Town	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

## 3. Details of Premises where Dangerous Goods are Stored or Handled

Name of Premises		
<input type="text"/>		
Street Address of Premises		
<input type="text"/>		
Suburb/Town	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

### Occupier's Contact Details (if different from Section 2.2)

Title	Surname	Given Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone	Mobile	Fax
{ <input type="text"/> }	<input type="text"/>	{ <input type="text"/> }
<small>Area Code</small>		<small>Area Code</small>
Email Address		
<input type="text"/>		

## 4. Main Activities Involving Dangerous Goods

<input type="checkbox"/> Chemical Processing	<input type="checkbox"/> Blending/Mixing	<input type="checkbox"/> Transport/Distribution	<input type="checkbox"/> Retail
<input type="checkbox"/> Storage/Warehousing	<input type="checkbox"/> Repacking	<input type="checkbox"/> Service Station	
<input type="checkbox"/> Other (please specify)	<input type="text"/>		

Is section 3 complete?

Y N

Is section 4 complete?

Y N

## 5. Details of Dangerous Goods Stored in Packages

Indicate the max. total quantity of each class of dangerous goods and CI combustible liquids stored or handled in packages.

Dangerous Goods and CI combustible liquids stored or handled in packages does not apply OR

Complete the following:

Class or Type of Packaged Dangerous Goods	Maximum Quantity (see note 1)	Quantity Type (l or kg)
2.1		
2.2 S/R 5.1		
2.2 Other		
2.3		
Aerosols		
Cryogenic fluids		
3		
4.1		
4.2		
4.3		
5.1		
5.2		
6.1		
8		
9		
CI combustible liquid		

**NOTE 1: The following should be used when determining the quantity of dangerous goods stored or handled in packages.**

Types Of Goods	What to Measure	Units
Solid	Weight of the goods in the container	kilograms
Liquid	Design volume of the container	litres
Class 2 (gases)	Total volume of the container	litres

Is section 5 complete?

Y N

## 6. Details of Dangerous Goods Stored in Bulk

Indicate the max. total quantity of each class of dangerous goods and CI combustible liquids stored or handled in bulk.

Dangerous Goods and CI combustible liquids stored or handled in bulk does not apply OR

Complete the following:

Class or Type of Bulk Dangerous Goods	Maximum Quantity (see note 2)	Quantity Type (l or kg)
2.1		
2.2 S/R 5.1		
2.2 Other		
2.3		
Cryogenic fluids		
3		
4.1		
4.2		
4.3		
5.1		
5.2		
6.1		
8		
9		
CI combustible liquid		

**NOTE 2: The following should be used when determining the quantity of dangerous goods stored or handled in bulk.**

Types Of Goods	What to Measure	Units
Solid (in a container)	Weight that the container is designed to hold	kilograms
Solid (not in a container)	Estimated weight	kilograms
Liquid	Design volume of the container	litres
Class 2 (gases)	Total volume of the container	litres

## 7. Details of Goods too Dangerous to be Transported

Indicate the name and the maximum quantity of any goods too dangerous to be transported.

Goods too Dangerous to Transport does not apply OR

Complete the following:

Product Name of Goods too Dangerous to be Transported	Maximum Quantity

Is section 6 complete?

Y N

Is section 7 complete?

Y N

## 8. Declaration

### 8.1 Consent

I consent to the collection, use and disclosure of personal information by WorkSafe Victoria (WorkSafe) for the purpose outlined in the section headed 'Collection of Personal Information' on this form.

### 8.2 Declaration

I, , declare that the information contained in and accompanying this application is, to the best of my knowledge, true and correct. I understand that it is an offence under the *Dangerous Goods Act 1985* to provide false or misleading information.

By ticking this checkbox I confirm that I have read and understood all the statements above.

Name of Person completing this form

Name of Witness

Signature of Person completing this form

Signature of Witness

Date

Date

Declaration signed and dated?

Y N

Witnessed?

Y N

## 9. Collection of Personal Information

Personal and/or health information collected by WorkSafe Victoria (WorkSafe) in connection with this application will be used for the purpose of assessing this and any associated applications. The information collected may also be used in the administration and enforcement of legislation administered by WorkSafe, including the *Occupational Health and Safety Act 2004* and the *Dangerous Goods Act 1985*, the administration and evaluation of WorkSafe's programs generally and for law enforcement functions and legal proceedings.

WorkSafe may disclose personal and/or health information for public health and safety purposes. It may disclose that information to other government agencies, including emergency services, law enforcement and security agencies, including Victoria Police. WorkSafe may also disclose personal and/or health information to its contractors and agents, to a court or tribunal, to other regulatory agencies and to any person authorised to whom it relates, or by law, to obtain it.

WorkSafe may disclose a person's licence status to employers, prospective employers or members of the public who wish to check this status.

Collection of your personal and/or health information may be required by the *Occupational Health and Safety Act 2004* or *Dangerous Goods Act 1985* and associated regulations. If you do not provide any or all of the information your application may not be accepted or processed. You may access your personal information held by WorkSafe by contacting the Freedom of Information and Privacy Team. WorkSafe's Privacy Policy is available at [www.worksafe.vic.gov.au](http://www.worksafe.vic.gov.au).

Notification OK?

Y N

Notification No.

Officer signature

Audited by

Date audited

/ /

## 10. Lodgement

Submit your completed notification form to:

WorkSafe Victoria  
Licencing Branch  
GPO Box 4293  
Melbourne VIC 3001

**NOTE : Unsigned or incomplete notifications cannot be processed.**