



Government of **Western Australia**  
 Department of **Mines, Industry Regulation and Safety**  
**Building and Energy**

**Application to upgrade a Tradespersons Permit to a Class G Gasfitting Permit**

(Suitable for applicants who have successfully completed the on-the-job training record book)

**Form R130**

<b>Application checklist</b>	<p><b>Use this checklist reminder to ensure that you complete all parts of the application and attach all necessary supporting documents.</b></p> <p><input type="checkbox"/> A non-refundable application fee.</p> <p><input type="checkbox"/> Applicant personal and contact details completed.</p> <p><input type="checkbox"/> Proof of identification (minimum of 100 points) in accordance with the attached Fact Sheet.</p> <p><input type="checkbox"/> Supervisor Gas fitter/Trainee On-the-Job Training Declaration.</p> <p><input type="checkbox"/> Fit and proper declaration completed.</p> <p><input type="checkbox"/> Applicant declaration completed.</p>				
<b>Credit card details remain confidential</b>	<p><b>Payment Details</b> (Payment will appear as "WA Gov – DMIRS" on your bank statement)</p> <p><input type="checkbox"/> Cheque enclosed (made payable to Department of Mines, Industry Regulation and Safety)</p> <p><input type="checkbox"/> Credit Card payment      <input type="checkbox"/> MasterCard      <input type="checkbox"/> Visa</p> <p>Card Number _____ / _____ / _____ / _____      Expiry Date <input type="text"/> / <input type="text"/></p> <p>Cardholder's Name: _____ (please print)</p> <p><i>I authorise the Department to deduct the current prescribed fee, including any applicable late fee. Fees are subject to change on 1 July each year.</i></p> <p>Cardholder's Signature: _____      Date: _____</p> <p>Cardholder's contact phone number: _____</p>				
<b>OFFICE USE ONLY</b>					
<b>Licence No:</b>	<b>Department Code</b>	<b>GF</b>	<b>Chart Description</b>	<input type="checkbox"/> Application Fee	
<b>Total Fee</b>	<b>Link Licence to payment</b>	\$	No		

**You may lodge your completed application:**

**By post addressed to:**

**Licensing Services**  
 Department of Mines, Industry Regulation and Safety  
 Locked Bag 100,  
 EAST PERTH WA 6892

**In person at:**

**Customer Service**  
 Level 1, Mason Bird Building  
 303 Sevenoaks Street  
 CANNINGTON  
 Hours: 8:30am to 4:30pm  
 Monday to Friday

**Enquiries Only**

Telephone: (08) 6251 2963

Email (**Do Not Email Form**)  
[gaslicensing@dmirs.wa.gov.au](mailto:gaslicensing@dmirs.wa.gov.au)

Internet: [www.dmirs.wa.gov.au/building-and-energy](http://www.dmirs.wa.gov.au/building-and-energy)

Please ensure you have provided all required information and supporting documentation as per the application checklist. Failure to submit a complete application may result in the cancellation of the application and loss of the non-refundable application fee.

Please print neatly in **BLOCK LETTERS** with a black or blue pen only

<b>Applicant Details</b>	Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other _____ Surname: _____ Given Names: _____ Date of Birth: ____ / ____ / ____ Gasfitting Permit number: _____
<b>Residential address*</b>	<i>*Required for publication on the Register. Cannot be a PO Box.</i> Street: _____ Suburb: _____ State: _____ Postcode: _____
<b>Postal address*</b>	<input type="checkbox"/> As above <i>*Address for correspondence from the Department.</i> Street: _____ Suburb: _____ State: _____ Postcode: _____
<b>Contact details</b>	Home Phone: _____ Work Phone: _____ Mobile Phone*: _____ Email Address*: _____  <i>*Required to receive courtesy renewal reminder notification via SMS and email and other important notifications relevant to your authorisation.</i>
<b>Proof of identification</b>	<input type="checkbox"/> Please attach proof of identification ( <b>minimum 100 points</b> ) in accordance with the attached Fact Sheet.
<b>On-the-Job Training</b>	<input type="checkbox"/> Please attach Supervisor Gas fitter/Trainee On-the-Job Training Declaration.
<b>Fit and proper declaration</b>	<p><b>Have you been convicted of a criminal offence (excluding traffic offences) in the past ten years?</b></p> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide details (including year): _____ _____ _____ _____  A criminal offence may not necessarily preclude the applicant from being issued the permit or authorisation applied for, but may be considered by the Director of Energy Safety during the application or renewal process to determine eligibility for the permit or authorisation.  Applicant Signature: _____ Date: _____

**Declaration**

Section 13A(10) of the *Gas Standards Act 1972* makes it an offence for a person to:

- falsify any matter relating to an application;
- provide any document or other evidence in support of the application that is forged, false, fraudulent or wrongfully represented as pertaining to the applicant;
- make a false statement in this declaration; or
- give a false testimonial to any person in connection with this application.

By signing this declaration, you give consent to the Director of Energy Safety and duly authorised officers to make enquiries and to receive and disclose any information for the purpose of determining this application.

**Declaration**

I

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**Full name of applicant**

- 1 authorise the Director of Energy safety, duly authorised officers of the Department of Mines, Industry Regulation & Safety or persons acting on behalf of the Department to make enquiries considered necessary to assess this application. I agree that the Department can use any or all information received pursuant to this authority for the purposes of the assessment or audit of this application; and
- 2 sincerely declare that this application is true and correct.

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**Signature**

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**Date**



## FACT SHEET

### Proof of identity requirements for applicants for an electrical licence or gasfitting permit

Licensing Services maintains a register of licensed electrical and gas operatives and ensures that the information is accurate and confidential, protecting operatives against the possible fraudulent use of their name. This fact sheet explains the requirements for an applicant to prove his or her identity.

**APPLICANTS MUST PROVE THEIR IDENTITY BY PRESENTING AS MANY DOCUMENTS FROM THE FOLLOWING LISTS SO AS TO SCORE A MINIMUM OF 100 POINTS.**

**AT LEAST ONE DOCUMENT PROVIDED MUST SHOW THE SIGNATURE OF THE APPLICANT.**

**CREDIT CARDS, DEBIT CARDS OR BANK STATEMENTS CANNOT BE ACCEPTED FOR PROOF OF IDENTIFICATION.**

**Must include the Name of the signatory verified from one of the following:**

**70 POINTS**

- Birth certificate (not an extract)
- Australian Citizenship certificate
- International travel document / Current passport
- Expired passport which has not been cancelled and was current within the preceding 2 years
- Other document of identity having the same characteristics as a passport (E.g. this may include some diplomatic documents and some documents issued to refugees)

**NOTE: ONLY ONE DOCUMENT FROM THE ABOVE LIST CAN BE ACCEPTED FOR 70 POINTS.**

**Must include the name and a photograph or signature of signatory verified from one of the following:**

**40 POINTS**

- A current licence or permit issued under a law of the Commonwealth, a State or Territory
- An identification card issued to a public employee
- An identification card issued by the Commonwealth, a State or Territory as evidence of the person's entitlement to a financial benefit
- An identification card issued to a student at a secondary or tertiary education institution
- A current Australian Driver's Licence

**Must include the Name and Address of signatory verified from any of the following:**

**35 POINTS**

- Document verifying employment (A current employer, or a previous employer within the last 2 years)
- Document from a rating authority (e.g. land rates)

**Must include the Name of signatory verified from any of the following:**

**25 POINTS**

- Marriage certificate
- Council rates notice
- Telephone account
- Medicare card
- Records of Public Utility
- Transperth Smartrider cards (for students only)

**Must include Name and Date of Birth of signatory verified from any of the following:**

**25 POINTS**

- Records of primary, secondary or tertiary educational institution attended by the signatory within the last 10 years
- Records of a professional or trade association of which the signatory is a member
- Proof of Age/Photo card
- Current Foreign Driver's Licence

**THE DOCUMENTATION PROVIDED MAY BE A PHOTOCOPY OF THE ORIGINAL DOCUMENT.**