




Lodgement Number

## Application 100

### Registration of Plant Design or Alteration to Plant Design

Regulations 4.3 or 4.12 of the Occupational Safety and Health Regulations 1996

WorkSafe Western Australia

#### 1 APPLICATION FOR REGISTRATION

To be completed in conjunction with explanatory notes

1.1 Original Design: Regulation 4.3

1.2 Alteration to Design: Regulation 4.12

Registration No:

State

#### 2 PLANT DETAILS

2.1 Kind of Plant

2.2 Design Standard

2.3 Plant Type

2.4 Plant Description

#### 3 APPLICANT DETAILS

3.1 Name

3.2 ACN

3.3 Address

Suburb

State

Post Code

3.4 Contact name

Tel

Fax

Email

3.5 I, representing the Designer , Owner , Manufacturer , Importer , Supplier , of the plant described in SECTION 2.1 submit this application for registration of the plant design or alteration to design described herein. I declare that the information contained in this application is true and correct to the best of my knowledge and belief.

Print Name

Signature

Date

#### 4 DESIGNER DETAILS

4.1 Name

4.2 ACN

4.3 Address

Suburb

State

Post Code

#### 5 DESIGNER STATEMENT

5.1 Name

5.2 ACN

5.3 Address

Suburb

State

Post Code

5.4 Contact name

Tel

Fax

Email

5.5 The person who carried out the duties under Regulation 4.23 of the person who designed or altered the design of the plant must sign this designer statement.

If the person who designed or altered the design of the plant described in SECTION 2.1 is not in the jurisdiction of Western Australia then the manufacturer, or if the manufacturer is also not in the jurisdiction of Western Australia, then the importer of the plant into Western Australia shall carryout the designer's duties under Regulation 4.23.

I, the Designer , Manufacturer , Importer  responsible for carrying out the duties of the designer for the plant design or alteration to the design described in SECTION 2.1 state that the answers I have provided are true and correct and that I have complied with the duties that a person who designs plant has under Regulation 4.23 of the Occupational Safety and Health Regulations 1996.

Print Name

Signature

Date

#### Office use only

Initial

Date

COM

OK

Pre check

To issue



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#### 6 REPRESENTATIONAL DRAWINGS OF THE PLANT DESIGN OR DESIGN ALTERATION

No.	Rev.	No.	Rev.	No.	Rev.
No.	Rev.	No.	Rev.	No.	Rev.

#### 7 DESIGN VERIFIER DETAILS

7.1 Given names \_\_\_\_\_ Surname \_\_\_\_\_

7.2 Qualification (s) \_\_\_\_\_

7.3 Business Address \_\_\_\_\_

Suburb \_\_\_\_\_ State \_\_\_\_\_ Post Code \_\_\_\_\_

Tel \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

7.4 Employer (Legal entity name) \_\_\_\_\_ ACN \_\_\_\_\_

7.5 Is the employer of the design verifier also the employer of the designer: YES  NO

7.6 How many design verifiers involved in the design verifying process [ ] Attach details (7.1 to 7.5) for each additional design verifier.

#### 8 DESIGN VERIFIER STATEMENT

- 1) The design or design alteration of the plant described in SECTION 2.1 complies with each relevant Standard set out in Schedule 4.3, specifically those Standards set out in SECTION 2.2, without exclusion of any relevant design requirement of each Standard: YES  NO
- 2) The design or design alteration of the kind of plant described in SECTION 2.1 is for pressure equipment: YES  (if YES go to 3) NO  (If NO sign below)
- 3) Verification of the pressure equipment design has been carried out in accordance with AS3920.1: YES  NO

I, the verifier of the design or design alteration for the kind of plant described in SECTION 2.1, state that the answers I have provided are true and correct and that the plant design or design alteration described in the drawings set out in SECTION 6 complies with the requirements of the Standards set out in Schedule 4.3 of the Occupational Safety and Health Regulations 1996, specifically those Standards set out in SECTION 2.2. I state that in providing this design verifier's statement that, when carrying out the duties of the design verifier, I have not had any involvement in the design or design alteration of the plant described in SECTION 2.1.

Print Name \_\_\_\_\_ 8.1 Signature \_\_\_\_\_ Date \_\_\_\_\_

#### 9 ADDITIONAL DESIGN DETAILS

1)	2)
3)	4)
5)	6)

#### Method of Payment

The fee for this application is specified in the Occupational Safety & Health Regulations 1996, Schedule 6.2 and is exempt from GST. Cheques to be made payable to WorkSafe Western Australia.

Please choose one of the following options for payment:  Cash  Cheque [Cheque No .....]

Please charge payment of this application to my:  Bankcard  Mastercard  Visa

Card number                 Expiry date   /

Name of card holder ..... Signature .....

Payment details (Tax invoice: Department of Mines, Industry Regulation and Safety ABN 69 410 335 356)

You can submit this completed application form for Registration or Re-registration of an Item of Plant in one of two ways:

- **In person:** WorkSafe WA, Business Service Centre, Level 1, Mason Bird Building, 303 Sevenoaks Street, Cannington WA 6107
- **By Mail:** WorkSafe Business Service Centre, Locked bag 100, East Perth WA 6892

**Further Information:** WorkSafe Business Service Centre, Phone: 1300 307 877, Web: [www.dmirs.wa.gov.au/worksafe](http://www.dmirs.wa.gov.au/worksafe), Email: [wsplant@dmirs.wa.gov.au](mailto:wsplant@dmirs.wa.gov.au)



# Application 100: Explanatory Notes

## Registration of Plant Design or Alteration to Plant Design

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### INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

Complete the question on the form using the explanatory note number corresponding to the section number on the application form.

Answer the questions on the form by crossing either the YES  or NO  box.

Completed application forms can be submitted:

- **In person:** WorkSafe Western Australia, Business Service Centre, Level 1, 303 Sevenoaks Street Cannington, WA 6017
- **By mail:** WorkSafe Western Australia, Business Service Centre, Locked Bag 100, East Perth, WA 6892

Further Information by contacting WorkSafe Customer Service Centre:

- Phone: 1300 307 877
- Email: [wsplant@dmirs.wa.gov.au](mailto:wsplant@dmirs.wa.gov.au)
- Web: [www.dmirs.wa.gov.au/worksafe](http://www.dmirs.wa.gov.au/worksafe)

### FORM SECTIONS & CORRESPONDING EXPLANATORY NOTES

1. APPLICATION FOR REGISTRATION
2. PLANT DETAILS
3. APPLICANT DETAILS
4. DESIGNER DETAILS
5. DESIGNER STATEMENT
6. REPRESENTATIONAL DRAWINGS
7. DESIGN VERIFIER DETAILS
8. DESIGN VERIFIER STATEMENT
9. ADDITIONAL DESIGN DETAILS
10. TABLE OF PLANT DETAILS

#### 1 APPLICATION FOR REGISTRATION

An application for plant design registration can be made for a new plant design, or an alteration to an existing design. The same registration process applies to both types of application. Ensure only one of the boxes is crossed.

##### 1.1 New Design

Where a person who manufactures, imports or supplies plant of a kind set out in Schedule 4.1 for erection, installation, commissioning or use at a workplace, that person must ensure the design has been registered by the Commissioner or a regulatory authority.

##### 1.2 Alteration

Where the design for the kind of plant set out in Schedule 4.1 that is used at a workplace is altered and a person who, at a workplace, is an employer, the main contractor, a self-employed person, a person having control of the workplace or a person having control of access to the workplace, that person must ensure the design has been registered by the Commissioner or a regulatory authority.

#### 2 PLANT DETAILS

Refer to SECTION 10 for the appropriate plant details. You should contact WorkSafe Customer Service Centre 1300 307 877 for assistance if your plant details are not listed in SECTION 10.

##### 2.1 Kind of plant

Refer to SECTION 10 Kinds of plant (Schedule 4.1).

##### 2.2 Design standard

Refer to SECTION 10 Design Standard (Schedule 4.3).

For Pressure Equipment the specified Design Standard is AS/NZS 1200. Table 2.1 of this Standard lists the applicable Standards for the different types of pressure equipment. Ensure the applicable Standard is entered in Section 2.2 of the Application form.

Example:

*An air receiver may be designed to AS 1210 or BS 5169.*

##### 2.3 Plant type

The plant type is the description used to distinguish the different types of each kind of plant.

Refer to SECTION 10 Plant Type.

##### 2.4 Plant description

Include a brief description of the plant if appropriate. This may include the manufacturer model number and model name.

Example:

*Hitachi Sumitomo Hydraulic Crawler Crane, Model SCX 2500*



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#### 3 APPLICANT DETAILS

The applicant is the owner of the design registration and the only person who can access the design details maintained by WorkSafe.

##### 3.1 Name of Applicant

The applicant must be a legal entity that is either an individual, or a body corporate such as a registered company.

##### 3.2 ACN

Where the applicant is a registered company, provide the Australian Company Number (ACN).

##### 3.3 Address of Applicant

The applicant's address is the mailing address for the evidence of registration.

##### 3.4 Contact name

A contact name and telephone number should be provided for queries concerning the application.

##### 3.5 Applicant's statement

The applicant, or a representative if the applicant is not an individual, must sign the applicant statement.

#### 4 DESIGNER DETAILS

##### 4.1 Name of Designer

The name of the person who designed the plant must be entered, regardless if that person is outside the jurisdiction of Western Australia.

Where the plant was designed by a body corporate, the registered company name must be entered.

##### 4.2 ACN

Where the designer is a registered company, provide the Australian Company Number (ACN).

##### 4.3 Address of Designer

Enter the mailing address for the person who designed the plant.

#### 5 DESIGNER STATEMENT

The designer statement must be completed and signed by the person carrying out the duties under regulation 4.23 of the person who designed the plant.

The duties under regulation 4.23 of the person who designed the plant are:

- Identify any hazards in the design of the plant to which persons who install, erect,

dismantle or use the plant at a workplace may be exposed;

- Assess the risk of injury or harm to a person resulting from each identified hazard; and
- Reduce the risk.

##### 5.1 Name of designer

The person who completes and signs the designer statement must be a legal entity that is either an individual, or a body corporate such as a registered company.

##### 5.2 ACN

Where the person who completes and signs the designer statement is a registered company, provide the Australian Company Number (ACN).

##### 5.3 Address

Enter the mailing address for the person who completes and signs the designer statement.

##### 5.4 Contact name

A contact name and telephone number should be provided for queries concerning the designer statement.

##### 5.5 Signed statement

If the person who completes the designer statement is not an individual, then a representative must sign the statement.

If the designer is not in the jurisdiction of Western Australia then the manufacturer carries out the designer's duties under Regulation 4.23.

If the manufacturer is not in the jurisdiction of Western Australia, the importer of the plant into Western Australia carries out the designer's duties under Regulation 4.23.

#### 6 REPRESENTATIONAL DRAWINGS

When submitting the application, ensure the drawing number and revision number of each representational drawing attached to the application are entered on the application form.

The representational drawings are a general arrangement of the plant and should as a minimum include the design standard, principal dimensions and details of key components of the plant.



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#### 7 DESIGN VERIFIER DETAILS

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The design verifier must not have had any involvement in the design of the plant.

##### 7.1 Name of Design Verifier

The design verifier must be a legal entity. Where the design verifier is self-employed, then provide the individual name. Where the design verifier is a body corporate then provide the registered company name.

##### 7.2 Qualifications of Design Verifier

The qualification(s) that the design verifier holds must be relevant to the kind of plant described in SECTION 2.1.

If you require assistance regarding design verifiers' qualifications, contact the WorkSafe Customer Service Centre, phone 1300 307 877 for more information.

##### 7.3 Address of Design Verifier

Enter the business mailing address of the design verifier.

The verifier must be within Australia, but not necessarily in Western Australia. If the verifier is in another State or Territory, then they must show sufficient knowledge of the Western Australian Act and Regulations.

##### 7.4 Employer of Design Verifier

The employer of the design verifier must be a legal entity. This can be either an individual, or a body corporate such as a registered company.

Where the employer is a registered company, provide the Australian Company Number (ACN).

##### 7.5 Employer's role

The design verifier must not have had any involvement in the design of the plant.

Where the design verifier and designer are employed by the same employer, the employer must have a quality system.

##### 7.6 More than one design verifier

Where there are more than one design verifier, provide a separate list of verifier details 7.1 to 7.5 for each design verifier and submit with the application.

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#### 8 DESIGN VERIFIER STATEMENT

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The design verifier in SECTION 7 must use this application form to provide a design verifier's statement required by Regulation 4.3 (2)(c).

##### QUESTION 1

Indicate whether or not the plant design for the kind of plant described in SECTION 2.1 complies with each Standard set out in Schedule 4.3.

Your answer to Question 1 is YES if the design complies without exclusion of any relevant requirement of each applicable Standard.

If your answer is NO, then when your application is received, a Worksafe Officer may contact you to assess your application in more detail.

##### QUESTION 2

Indicate whether or not the application is for pressure equipment. If your answer is YES then go to Question 3.

If NO, then skip Question 3 and sign the design verifier statement.

##### QUESTION 3

This question is only applicable to plant described as pressure equipment in SECTION 2.1.

Indicate whether or not the design verification has been done in accordance with AS3920.1.

If your answer is NO, then when your application is received, a Worksafe Officer may contact you to assess your application in more detail.

##### 8.1 Signature of Design Verifier

If the design verifier is not an individual, then a representative must sign the statement.



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#### 9 ADDITIONAL DESIGN DETAILS

Each different kind of plant has a number of specific details which should be included in the application form. Refer to the following list of additional details for your kind of plant. Include the description from the list plus the plant design values in the corresponding numbered space of the application form.

**EXAMPLE:**

SECTION 2.1

Boom-type Elevating Work Platforms

SECTION 9

- |                      |                                |
|----------------------|--------------------------------|
| 1) Rated load 500 kg | 2) Maximum platform height 5 m |
|----------------------|--------------------------------|

#### Additional design details for each kind of plant

##### Amusement Structures

1. Class of device (2, 3, 4, 5)
2. Number of persons
3. Maximum person speed (m/s)

##### Boom-type Elevating Work Platforms

1. Rated load (kg)
2. Maximum platform height (m)

##### Bridge Cranes

1. Rated capacity (t)
2. Span distance (m)

##### Building Maintenance Units

1. Type (A, B, C)
2. Rated load (kg)
3. Maximum suspension height (m)

##### Gantry Cranes

1. Rated capacity (t)
2. Span distance (m)

##### Gas Cylinders

1. Volume (m<sup>3</sup>)
2. Design pressure (kPa)

##### Hoists

1. Rated load (kg)
2. Maximum hoist height (m)

##### Lifts

1. Number of persons
2. Rated load (kg)
3. Travel distance (m)

4. Number of levels served

##### Escalators and Moving Walks

1. Rated capacity (persons per hour)
2. Travel length (m)
3. Incline angle (degrees)

##### Mast Climbing Work Platforms

1. Rated load (kg)
2. Maximum platform height (m)

##### Mobile Cranes

1. Rated capacity (t)
2. Maximum boom length (m)

##### Pre-fabricated Scaffolding Systems

1. Rated load per bay (kg)
2. Maximum height (m)

##### Pressure Vessels

1. Hazard level (A, B, C, D)
2. Class (1, 2A, 2B, 3)
3. Volume (m<sup>3</sup>)
4. Design pressure (kPa)
5. Design temperature (degrees C)

##### Boilers

1. Hazard level (A, B, C, D)
2. Class (1, 2, 3)
3. Volume (m<sup>3</sup>)
4. Design pressure (kPa)
5. Design temperature (degrees C)
6. Power output (kW)

##### Tower Cranes

1. Rated capacity (t)
2. Maximum boom length (m)
3. Maximum height under hook (m)

##### Vehicle Hoists

1. Rated load (kg)
2. Maximum hoist height (m)

##### Work Boxes

1. Rated load (kg)
2. Tare mass (kg)





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#### 10 TABLE OF PLANT DETAILS

Occupational Safety and Health Regulations 1996		
Kind of Plant (Schedule 4.1)	Design Standard (Schedule 4.3)	Plant Type
Amusement structure	AS 3533.4.1 – 2005	Inflatable structure
	AS 3533.1 – 1997	Patron operated ride
	AS 3533.1 – 1997	Rail based ride
	AS 3533.1 – 1997	Rotating ride
	AS 3533.1 – 1997	Water based ride
	AS 3533.1 – 1997	Other
Boom type elevating work platform	AS 1418.10 – 2004	Self propelled
	AS 1418.10 – 2004	Trailer mounted
	AS 1418.10 – 2004	Vehicle mounted
Bridge crane	AS 1418.3 – 1997	Top running bridge crane
	AS 1418.3 – 1997	Underslung bridge crane
Building maintenance unit	AS 1418.13 – 1996	Building maintenance unit
Gantry crane	AS 1418.3 – 1997	Gantry crane
	AS 1418.3 – 1997	Semi-gantry crane
Gas cylinder	AS 2030.1 – 2009	Cylinder for compressed gases other than acetylene
	AS 2030.2 – 1996	Cylinder for dissolved acetylene
	AS 2030.4 – 1985	Welded cylinder – Insulated
Hoist	AS 1418.2 – 1997	Scaffolding hoist
	AS 1418.7 – 1999	Personnel and materials hoist
	AS 1418.8 – 2008	Platform hoist
Lift	AS 1735.1 – 2003	Passenger and goods lift – Electric
	AS 1735.2 – 2001	Passenger and goods lift – Electric
	AS 1735.3 – 2002	Passenger and goods lift – Hydraulic
	AS 1735.4 – 1986	Service lift
	AS 1735.5 – 2003	Escalator
	AS 1735.5 – 2003	Moving walk
	AS 1735.7 – 1998	Stairway lift
	AS 1735.8 – 1986	Inclined lift
	AS 1735.9 – 1994	Special purpose industrial lift
	AS 1735.13 – 1986	Lift for persons with limited mobility – Manually powered
	AS 1735.14 – 1998	Low-rise platform for passengers
	AS 1735.15 – 2002	Low-rise passenger lift – Non-automatically controlled
	AS 1735.16 – 1993	Lift for persons with limited mobility – Automatically controlled
	AS 1735.17 – 1995	Lift for people with limited mobility – Water-drive
Mast climbing work platform	AS 1418.16 – 1997	Mast climbing work platform
Mobile crane	AS 1418.5 – 2002	Articulated crane
	AS 1418.5 – 2002	Crawler crane
	AS 1418.5 – 2002	Trailer mounted crane
	AS 1418.5 – 2002	Truck mounted crane
	AS 1418.5 – 2007	Vehicle self loading crane
Pre-fabricated scaffolding system	AS/NZS 1576.3 – 1995	Frame Scaffolding
	AS/NZS 1576.3 – 1995	Modular Scaffolding



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Occupational Safety and Health Regulations 1996		
Kind of Plant (Schedule 4.1)	Design Standard (Schedule 4.3)	Plant Type
	AS/NZS 1576.3 – 1995	Tower Frame Scaffolding
Pressure equipment	AS/NZS 1200 – 2000 (See Note 1)	Boiler – Electric
	AS/NZS 1200 – 2000 (See Note 1)	Boiler – Fire tube
	AS/NZS 1200 – 2000 (See Note 1)	Boiler – Water tube
	AS/NZS 1200 – 2000 (See Note 1)	Boiler – Miscellaneous
	AS/NZS 1200 – 2000 (See Note 1)	Pressure vessel – Air receiver
	AS/NZS 1200 – 2000 (See Note 1)	Pressure vessel – Gas receiver
	AS/NZS 1200 – 2000 (See Note 1)	Pressure vessel – Heat exchanger
	AS/NZS 1200 – 2000 (See Note 1)	Pressure vessel – Refrigeration
	AS/NZS 1200 – 2000 (See Note 1)	Pressure vessel – Autoclave
Tower crane	AS 1418.4 – 2004	Articulated jib crane
	AS 1418.4 – 2004	Luffing crane
	AS 1418.4 – 2004	Self-erecting crane
	AS 1418.4 – 2004	Trolley jib crane
Vehicle hoist	AS/NZS 1418.9 – 1996	Single post
	AS/NZS 1418.9 – 1996	Two post
	AS/NZS 1418.9 – 1996	Multi-post
Work box	AS 1418.17 – 1996	Work box

Note 1: For Pressure Equipment refer to Table 2.1 of AS/NZS 1200 for the applicable Standards for the different types of pressure equipment. See Section 2.2 of these Explanatory Notes for further details.

END OF TABLE.