



Receipt – office use only

APPLICATION FOR A LICENCE TO PERFORM HIGH RISK WORK (INTERSTATE TRANSFER/RENEWAL)

Work Health and Safety Act 2020 (the Act)
Work Health and Safety (General) Regulations 2022 (the Regulations)

CREDIT CARD PAYMENT DETAILS

(Payment will appear as "WA Gov – DMIRS" on your bank statement)

Card Type Visa ☐ Mastercard ☐ (Only Visa and Mastercard accepted)

Card Number

Card Holder Please print

Expiry Date / I authorise the Department to deduct the current prescribed fee*

Signature / Authorisation Date

Cardholder's contact phone number:

*Fees are reviewed annually and are subject to change without notice. Current application fees can be found on the WorkSafe website

INCOMPLETE APPLICATIONS CANNOT BE PROCESSED

OFFICE USE ONLY

WL Number		Cashiering Code: WL	✓
		Transferring a current interstate licence	HRWL – New
Allocated		Adding classes	HRWL – New
Entered		TOTAL FEE	\$
Audited			

1. Application type: *submit one application form per licence being transferred

☐
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Applying to transfer/renew an existing high risk work licence to Western Australia and adding classes obtained in WA.

Apply to transfer/renew an existing interstate high risk work licence to Western Australia:

*If you hold an HRWL from another State or Territory that is due for renewal, you may renew it in Western Australia up to three (3) months before expiry or 12 months after. A new WA licence number will be issued.

Interstate Licence no.

Expiry Date

Existing Class/es

Issuing State/Territory

2. Details of applicant:

Title	Surname	
<input type="text"/>	<input type="text"/>	
First name	Middle name	
<input type="text"/>	<input type="text"/>	
Date of birth *must be at least 18 years of age to apply	Mobile phone number	Other phone number
<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Email address	<input type="text"/>	



3. Address details: **you must provide a residential address for the HRWL to be issued*

Unit/Apartment no.	Street number and Street name	
<input type="text"/>	<input type="text"/>	
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Postal address (if different to above)		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Classes applying for: **confirm ALL classes of high risk work you are applying for*

Tick all class(es) of high risk work you are applying to add to your interstate licence upon transfer:

<input type="checkbox"/> SB - Basic scaffolding	<input type="checkbox"/> CP - Portal boom crane	<input type="checkbox"/> WP - Boom-type elevating work platform
<input type="checkbox"/> SI - Intermediate scaffolding	<input type="checkbox"/> CB - Bridge and gantry crane	<input type="checkbox"/> PB - Concrete placing boom
<input type="checkbox"/> SA - Advanced scaffolding	<input type="checkbox"/> CV - Vehicle loading crane	<input type="checkbox"/> RS - Reach stacker
<input type="checkbox"/> DG - Dogging	<input type="checkbox"/> CN - Non-slewing mobile crane	<input type="checkbox"/> LF - Forklift truck
<input type="checkbox"/> RB - Basic rigging	<input type="checkbox"/> C2 - Slewing mobile crane - up to 20t	<input type="checkbox"/> LO - Order-picking forklift truck
<input type="checkbox"/> RI - Intermediate rigging	<input type="checkbox"/> C6 - Slewing mobile crane - up to 60t	<input type="checkbox"/> BS - Standard boiler operation
<input type="checkbox"/> RA - Advanced rigging	<input type="checkbox"/> C1 - Slewing mobile crane - up to 100t	<input type="checkbox"/> BA - Advanced boiler operation
<input type="checkbox"/> CT - Tower crane	<input type="checkbox"/> CO - Slewing mobile crane - over 100t	<input type="checkbox"/> TO - Steam turbine operation
<input type="checkbox"/> CS - Self-erecting tower crane	<input type="checkbox"/> HM - Materials hoist	<input type="checkbox"/> ES - Reciprocating steam engine operation
<input type="checkbox"/> CD - Derrick crane	<input type="checkbox"/> HP - Personnel and materials hoist	

5. Proof of identity

- ☐ You must provide **ONE primary** document **or at least THREE secondary** documents. One of these documents must include at least your name and date of birth, which prove you are at least 18 years of age.

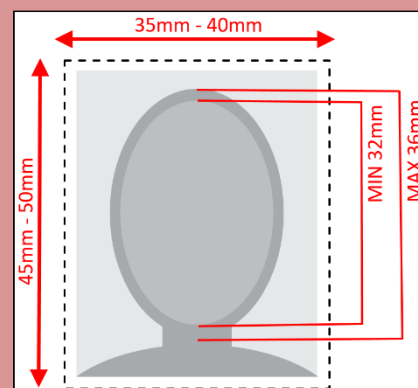
For acceptable forms of identification, refer to <https://www.commerce.wa.gov.au/publications/applicant-guide-application-high-risk-work-licence>

6. Passport quality photograph:

- ☐ Using a glue stick or tape roller, secure one (1) passport quality photograph face up.

Do not staple or paper clip the photograph to the application form.

For photo requirements, refer to <https://www.passports.gov.au/getting-passport-how-it-works/photo-requirements>





7. Probity questions: *Questions 1 to 5 must be answered for your application to be accepted

For help understanding these questions visit: www.commerce.wa.gov.au/worksafe/information-high-risk-work-licence-applicants or call 1300 424 091.

1. Other than the licence you are applying to transfer, do you have a high risk work licence with the same class/es you are applying for in another State/Territory in Australia?

Yes ☐ No ☐

2. Have you ever been convicted or found guilty of any offence under Work Health and Safety legislation in Australia?

Yes ☐ No ☐

3. Have you ever entered into an enforceable undertaking under Work Health and Safety legislation in Australia?

Yes ☐ No ☐

4. Have you ever been refused a high risk work licence in Australia?

Yes ☐ No ☐

5. Have you previously held a high risk work licence in Australia?

Yes ☐ No ☐

- 5.1 If you said yes to question 5, were any conditions imposed on the licence?

Yes ☐ No ☐

- 5.2 If you said yes to question 5, was that licence suspended or cancelled?

Yes ☐ No ☐

- 5.3 If you said yes to question 5.2, were you disqualified from applying for any licence?

Yes ☐ No ☐

6. * If you answered 'yes' to any of questions above attach details.

8. Notice of Assessment (NOA)

- ☐ Valid Notice of Assessment/s **issued within the last 60 days** in Western Australia for each class you are applying to add to your interstate licence upon transfer

9. Statement of Attainment (SOA)

- ☐ Statement of Attainment/s issued in Western Australia for each class you are applying to add to your interstate licence upon transfer

10. Declaration:

Section 268 of the *Work Health and Safety Act 2020* provides for the penalties of up to \$12,500 for a person that gives information that the person knows to be false or misleading in a material particular or omits any matter of thing without which the information is misleading; or who provides a document that the person knows to be false or misleading in a material particular. By signing this application form you declare that the information and documents you have provided in support of your application are true and correct. In addition, by signing this form, you give consent to the WorkSafe Western Australia Commissioner, or persons so directed, to obtain on your behalf any document, record, file, or information that may be necessary and relevant to consider your application.

I understand that if my application is incomplete or contains errors I will be contacted by email and provided 28 days to provide the required information. If I do not respond with the required information my application will be taken to be withdrawn and I may be required to obtain a new notice of assessment and reapply.

This declaration is considered to be made on the date the application is submitted.

APPLICANT SIGNATURE:



11. Submitting your application: **Before submitting your application ensure you have included all relevant requirements*

Transfer and add classes checklist	
<input type="checkbox"/>	A copy of your High Risk Work Licence issued in another State/Territory of Australia
<input type="checkbox"/>	Notice/s of Assessment for each class, issued within the last 60 days
<input type="checkbox"/>	Statement/s of Attainment for each class
<input type="checkbox"/>	Passport quality photograph <i>For photo requirements, refer to https://www.passports.gov.au/getting-passport-how-it-works/photo-requirements</i>
<input type="checkbox"/>	ONE primary document or at least THREE secondary documents <i>for acceptable forms of identification, refer to https://www.commerce.wa.gov.au/publications/applicant-guide-application-high-risk-work-licence</i>
<input type="checkbox"/>	Application fee/s <i>For current fees, refer to the fees page https://www.commerce.wa.gov.au/worksafe/licensing-fees-0</i> Fees are non-refundable

Transfer checklist	
<input type="checkbox"/>	A copy of your High Risk Work Licence issued in another State/Territory of Australia
<input type="checkbox"/>	Passport quality photograph <i>For photo requirements, refer to https://www.passports.gov.au/getting-passport-how-it-works/photo-requirements</i>
<input type="checkbox"/>	ONE primary document or at least THREE secondary documents <i>for acceptable forms of identification, refer to https://www.commerce.wa.gov.au/publications/applicant-guide-application-high-risk-work-licence</i>
<input type="checkbox"/>	Application fee/s <i>Refer to the fees page for current fees https://www.commerce.wa.gov.au/worksafe/licensing-fees-0</i> Fees are non-refundable

Lodge your application in Person:

Department of Mines, Industry Regulation and Safety
Level 1, Mason Bird Building
303 Sevenoaks Street, Cannington
Office opening hours: 8.30am - 4.30pm, Monday to Friday
Enquiries: 1300 424 091

We do not accept incomplete applications

Lodge your application by Mail:

Department of Mines, Industry Regulation and Safety
Locked Bag 100
EAST PERTH WA 6892
Enquiries: 1300 424 091

Incomplete applications cannot be processed

12. Incomplete Applications: **we cannot process incomplete applications*

If your application is incomplete, or contains errors, **you will be contacted by email** and provided **28 days** to submit missing or corrected information.

If you do not provide the missing information to us within the 28 days your application will be taken to be withdrawn. You may be required to obtain a new notice of assessment and reapply.