

CHECKLIST FOR APPLICATION FOR MUTUAL RECOGNITION OF AN EQUIVALENT OCCUPATION – MINE AND QUARRY MANAGERS – July 2018

APPLICATION FROM (SURNAME).....(GIVEN NAMES).....

Please tick each box that you have provided the information required, and return this form with your application. Incomplete applications will not be accepted and will be returned.

19(2) The notice (application) must:

- (a) state that the person is registered for the occupation in the first State and specify that State; and
- (b) state the occupation for which registration is sought and that it is being sought in accordance with the mutual recognition principle; and
- (c) specify all the States in which the person has substantive registration for equivalent occupations; and
- (d) state that the person is not the subject of disciplinary proceedings in any State (including any preliminary investigations or action that might lead to disciplinary proceedings) in relation to those occupations; and
- (e) state that the person's registration in any State is not cancelled or currently suspended as result of disciplinary action; and
- (f) state that the person is not otherwise personally prohibited from carrying on any such occupation in any State, and is not subject to any special conditions in carrying on that occupation, as a result of criminal, civil or disciplinary proceedings in any State; and
- (g) specify any other special conditions to which the person is subject in carrying on any such occupation in any State; and
- (h) give consent to the making of inquiries of, and the exchange of information with, the authorities of any State regarding the person's activities in the relevant occupation or occupations, or otherwise regarding matters relevant to the notice.

19(3) The notice (application) must be accompanied by a document that is either the original or a copy of the instrument evidencing the person's existing registration (or, if there is no such instrument, by sufficient information to identify the person and the person's registration).

19(4) As regards the instrument evidencing the person's existing registration, the person must certify in the notice that the accompanying document is the original or a complete and accurate copy of the original.

19(5) The statements and other information in the application must be verified by **Statutory Declaration Form (attached)**, signed and witnessed by a Justice of the Peace (JP) or equivalent. This means the JP must see your whole application and also witness and sign copies of certificates that they have sighted the original certificates.

The original of your application (including attachments) to be single sided only (ie. no double siding of any documents including attachments). Do not use staples. Bind paperwork together with a clip. Do not use any special folders or plastic sleeves.

Post your original application (including attachments) to the Administrator (refer to page 4 of the application) together with the application fee of \$97.90 (GST exempt). Credit card payments only (Visa or Master only). Cash, cheques or money orders not accepted. Use payment form provided. You will receive a Tax Receipt for the payment.

I have kept a copy of my whole complete application, including any attachments, for my own records.

Tick this box if you would like to receive email safety alerts from within the mining industry.

SIGNED APPLICANT DATE .../.../.....

OFFICE USE ONLY

.....
CHECKED AND VERIFIED
ADMINISTRATOR, MINING REGULATION

DATE:/...../



APPLICATION

Under Section 19 of the *Mutual Recognition (SA) Act, 1993*

for the

MUTUAL RECOGNITION OF AN EQUIVALENT OCCUPATION MINE OR QUARRY MANAGER

1. DETAILS OF APPLICANT

Surname: Given Names.....

Address:

..... P/Code

Date of Birth:..... Place of Birth.....

Telephone: Facsimile:

Current employment position:

Employer:

Work address :

.....

Work Telephone: Work Facsimile:

Email:

Mobile phone/s

2. REGISTRATION SOUGHT

Occupation for which Mutual Recognition is being sought:

.....
.....
.....
.....

3. DETAILS OF STATUTORY QUALIFICATIONS

Title of Registration Document(s)

.....
.....
.....

Document Number:

Date of Issue:

Registration Authority:.....

.....

Place of Issue:

(A copy/original is attached and has been verified by the Justice of the Peace or equivalent)

What other States do you have substantive registration for equivalent occupations (list all):

.....
.....

Are there any limitations, conditions or restrictions which apply to your registration in any other State or Territory? (If yes, please give details)

.....
.....
.....
.....
.....
.....

4. EDUCATIONAL QUALIFICATIONS OR COURSES COMPLETED

State the relevant courses completed by you and the level of achievement:

.....
.....

(Additional details may be attached)

5. DETAILS OF EXPERIENCE RELEVANT TO THAT OCCUPATION

State the extent of your experience relating to this occupation:

.....
.....
.....
.....
.....
.....

6. FURTHER DECLARATIONS – please circle the relevant answer – all questions must be answered

(a) **I am not / I am** the subject of disciplinary proceedings in any State or Territory (including any preliminary investigations or actions that might lead to disciplinary proceedings) in relation to this occupation

(b) My registration in any State or Territory **is not / is** cancelled or currently suspended as a result of disciplinary action.

(c) **I am not / I am** otherwise personally prohibited from carrying on any such occupation in any State or Territory, and **I am not / I am** subject to any special conditions in carrying on that occupation as a result of criminal, civil or disciplinary proceedings in any State or Territory.

(d) Any other special conditions to which I am carrying on any such occupation in any States or Territory which are:

.....
.....
.....
.....

(e) The attached document(s) **is / are an original / a complete and accurate copy** of my registration for

.....
.....

7. CONSENT TO INQUIRE - please circle the relevant answer to each question

I consent to the making of inquiries, and the exchange of information with, the Authorities of any States or Territory regarding my activities in the relevant occupation or otherwise regarding matters relevant to this application. **YES / NO**.....

The above statements and any information in or attached to support this application are verified by the attached Statutory Declaration and have been witnessed by a Justice of the Peace (JP) or equivalent. **YES / NO**.....

Signed Date/...../.....

I declare that my application is true and correct and has been witnessed by a JP or equivalent on the accompanying Statutory Declaration form . I have I have also included payment for the amount of \$97.90 (refer checklist for payment details).

Please send your application, together with any supporting information, Statutory Declaration, and fee for payment to;

Linda Thompson
Mining Regulation
Department for Energy and Mining (DEM)
GPO Box 320
ADELAIDE SA 5001

Tel: (08) 8429 2439
Email: linda.thompson@sa.gov.au



INCLUDE THIS PAYMENT FORM IN YOUR ORIGINAL APPLICATION

I authorise for payment for the amount of \$97.90..... being for
application for mutual recognition for an equivalent occupation – mine or quarry manager's.

Card Type Visa Mastercard

Card number _____/_____/_____/_____

Card expiry date _____/_____ (ie. mm/yy)

Card validation code _____
(the last 3 digits of the number printed on the signature panel)

Name of Cardholder _____

Is this card a corporate card? (ie. is your employer paying for the transaction) Yes/No
If yes, name of Company, for receipting purposes.

Signature of Cardholder _____

Authorisations missing any of the above information cannot be processed.
All information is destroyed once processing has taken place.

A Tax receipt will be posted with letter regarding mutual recognition.

OFFICE USE ONLY

TAX CODE TNO - TAX EXEMPT

COST CODE - 333866 5200 6852

SOUTH AUSTRALIA Statutory Declaration

I,.....
(FULL NAME OF DECLARANT / PERSON MAKING THE DECLARATION)

of.....
(ADDRESS OF DECLARANT / PERSON MAKING THE DECLARATION)

.....Postcode.....

in the State/Territory of.....

Insert your occupation(s).....

do solemnly and sincerely declare that

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1936*.

Declared atin the State/Territory of

this day of 20.....

.....
(SIGNATURE OF DECLARANT / PERSON MAKING THE DECLARATION)

.....
(NAME OF DECLARANT / PERSON MAKING THE DECLARATION)

before me

.....
(SIGNATURE OF WITNESS / PERSON BEFORE WHOM THE DECLARATION IS MADE)

.....
(NAME OF WITNESS / PERSON BEFORE WHOM THE DECLARATION IS MADE)

.....
(ADDRESS OF WITNESS / PERSON BEFORE WHOM THE DECLARATION IS MADE)

..... Postcode

.....
(TITLE OR QUALIFICATION OF WITNESS / PERSON BEFORE WHOM THE DECLARATION IS MADE)

The Prepare-Your-Own Statutory Declaration SOUTH AUSTRALIA

(The attached Statutory Declaration forms are suitable for South Australian and Commonwealth matters.)

What is a Statutory Declaration?

It is a written statement of facts which the person making the declaration signs and declares to be true.

The person who fills out this Statutory Declaration form and signs it is therefore called the declarant.

What is a Statutory Declaration used for?

It is used as formal evidence of certain facts in dealing with government departments and in some commercial dealings *e.g. a declaration concerning loss of property under an insurance claim or as written evidence of loss of an important document.*

What are the consequences of making a false or dishonest Statutory Declaration?

As a Statutory Declaration is a solemn declaration, there can be serious consequences and/or penalties at law for anybody who knowingly makes false or dishonest statements on a Statutory Declaration form.

The persons qualified to witness a Statutory Declaration should be familiar with the consequences and/or penalties in their respective State/Territory.

HINTS FOR FILLING OUT YOUR STATUTORY DECLARATION FORM

- ◆ Write clearly and legibly (preferably using a black pen and preferably using printed upper case letters) as your statement must be "readable".

It can be typewritten or written out by a person other than the *declarant* but it must be signed by the *declarant*.

- ◆ Write your statement in the "first person" – that is, use 'I'. *For example, "I have lost my"*

- ◆ Use plain English as much as possible and state facts simply.

- ◆ Sometimes, a Statutory Declaration must be completed by more than one person.

Whilst it is quite possible (and legal) in certain States/Territories for a joint Statutory Declaration to be made and signed by two or more people, it is recommended that each person complete his/her own separate Statutory Declaration – even though the statements of facts by each person may be identical.

This Statutory Declaration form is designed for use by one person only. It is therefore recommended that separate forms be used if more than one person is required to complete the same statement(s) of facts.

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What are the Statutory Declaration forms attached?

There are two Statutory Declarations forms attached and these are:-

1. SOUTH AUSTRALIA
Statutory Declaration
2. Commonwealth of Australia
STATUTORY DECLARATION

Which form should be used?

1. SOUTH AUSTRALIA
Statutory Declaration

This form should be used for matters that relate to issues or events in South Australia or for matters in relation to or arising in connection with the laws of South Australia.

2. Commonwealth of Australia
STATUTORY DECLARATION

In certain circumstances, a 'Commonwealth' form is required – regardless of where a person lives.

Examples are matters involving Centrelink, Medicare and migration issues.

Both the South Australia and Commonwealth forms have been provided for your convenience.

If you are uncertain about which form is required, please contact the individual, organization or government department/section to whom the form is being sent and ask for guidance.

Who can witness a Statutory Declaration form?

Your Statutory Declaration must be signed in the presence of a qualified witness.

A Justice of the Peace can witness a South Australia Statutory Declaration or a Commonwealth of Australia Statutory Declaration.

1. SOUTH AUSTRALIA
Statutory Declaration

Apart from a Justice of the Peace, other people who are qualified to witness a South Australia Statutory Declaration include a notary public and a proclaimed member of the police force of the State.

2. Commonwealth of Australia
STATUTORY DECLARATION

A full list of people qualified to witness a Commonwealth of Australia Statutory Declaration is shown on the reverse side of the 'Commonwealth' form.

A statutory declaration under the *Statutory Declarations Act 1959* may be made before—

(1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

Chiropractor	Dentist	Legal practitioner
Medical practitioner	Nurse	Optometrist
Patent attorney	Pharmacist	Physiotherapist
Psychologist	Trade marks attorney	Veterinary surgeon

(2) a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) a person who is in the following list:

Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public

Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)

Bailiff

Bank officer with 5 or more continuous years of service

Building society officer with 5 or more years of continuous service

Chief executive officer of a Commonwealth court

Clerk of a court

Commissioner for Affidavits

Commissioner for Declarations

Credit union officer with 5 or more years of continuous service

Employee of the Australian Trade Commission who is:

(a) in a country or place outside Australia, and

(b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and

(c) exercising his or her function in that place

Employee of the Commonwealth who is:

(a) in a country or place outside Australia; and

(b) authorised under paragraph 3 (e) of the *Consular Fees Act 1955*; and

(c) exercising his or her function in that place

Fellow of the National Tax Accountants' Association

Finance company officer with 5 or more years of continuous service

Holder of a statutory office not specified in another item in this list

Judge of a court

Justice of the Peace

Magistrate

Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*

Master of a court

Member of Chartered Secretaries Australia

Member of Engineers Australia, other than at the grade of student

Member of the Association of Taxation and Management Accountants

Member of the Australasian Institute of Mining and Metallurgy

Member of the Australian Defence Force who is:

(a) an officer; or

(b) a non-commissioned officer within the meaning of the *Defence Forces Discipline Act 1982* with 5 or more years of continuous service; or

(c) a warrant officer within the meaning of that Act

Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants

Member of:

(a) the Parliament of the Commonwealth; or

(b) the Parliament of a State; or

(c) a Territory legislature; or

(d) a local government authority of a State or Territory

Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*

Notary public

Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public

Permanent employee of:

(a) the Commonwealth or a Commonwealth authority; or

(b) a State or Territory or a State or Territory authority; or

(c) a local government authority;

with 5 or more years of continuous service who is not specified in another item in this list

Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made

Police officer

Registrar, or Deputy Registrar, of a court

Senior Executive Service employee of:

(a) the Commonwealth or a Commonwealth authority; or

(b) a State or Territory or a State or Territory authority

Sheriff

Sheriff's officer

Teacher employed on a full-time basis at a school or tertiary education institution