



Generic application for the
**MANUFACTURE, TRANSPORT, STORE, IMPORT/EXPORT,
USE/DISPOSE, PURCHASE/ACQUIRE AND SELL/SUPPLY OF
SECURITY SENSITIVE AMMONIUM NITRATE**

All information given in and supplied with this application will be treated in confidence

A guide to completing this form

An authority is required for the manufacture, storage, transport, import or export, purchase or acquisition, sale or supply, and use or disposal of Security Sensitive Ammonium Nitrate (SSAN). This authority will be issued in the form of a numbered Certificate.

SSAN is defined as ammonium nitrate, or any ammonium nitrate mixture containing greater than 45 percent ammonium nitrate. Solutions of ammonium nitrate are excluded. SSAN products must be authorised in South Australia by the manufacturer or importer.

New applications

If this is a new application please answer all questions on this form. Where a question or section is not relevant, cross out and indicate 'not applicable'.

Please sign and date each page and complete your payment details on the final page.

If the applicant is a company, attach a copy of your certificate of incorporation. All directors must complete the 'Authority to Access Person History Information' (security clearance) form.

The person signing this application form on behalf of the company must provide evidence that they have the authority to do so.

Renewal and variations

Please use the *Application to vary or renew security sensitive ammonium nitrate licence or permit* form.

APPLICANTS DETAILS

New application Amend existing details

List the numbers of any South Australian certificate(s) that already allow you access to SSAN

Name of applicant for licence/permit (Person or Company)
Use **BLOCK** letters

ACN (if applicable)

ABN (if applicable)

Trading name (if applicable)

Postal address

Suburb

Postcode

Attention to

Business/Home address

Suburb

Postcode

Daytime phone

Mobile

Email address

AUTHORITIES

An authority is required for the manufacture, storage, carriage, import or export, purchase or acquisition, sale or supply, and use or disposal of Security Sensitive Ammonium Nitrate (SSAN).

Please indicate which SSAN authorities are covered in this application?

Permit to purchase or acquire

Yes No

Permit to sell or supply

Required if you sell or supply SSAN to another person or organisation

Yes No

Licence to manufacture

Required if you mix any SSAN you acquire with another substance to produce a different SSAN

Yes No

Permit for use or disposal

Only bonafide use of SSAN will be authorised

Yes No

Permit to import to or export from South Australia

Required if you obtain/supply SSAN from/to outside South Australia

Yes No

Licence to store

Required if you store SSAN overnight

Yes No

Licence to carry (transport)

Required if you are a carrier or user transporting more than 20kg of SSAN by vehicle or vessel

Yes No

Signature

Date/...../.....

PRODUCT DETAILS

Provide details for each SSAN product to which this application relates

SSAN Product 1

Product name

Supplier

Manufacturer

Site of use or disposal

SSAN Product 2

Product name

Supplier

Manufacturer

Site of use or disposal

SSAN Product 3

Product name

Supplier

Manufacturer

Site of use or disposal

SSAN Product 4

Product name

Supplier

Manufacturer

Site of use or disposal

SSAN Product 5

Product name

Supplier

Manufacturer

Site of use or disposal

Signature

Date/...../.....

PERMIT TO PURCHASE OR ACQUIRE SSAN

Provide details of the purpose for which a permit to purchase or acquire the particular SSAN product (provide product name) is required.

If the product will be stored in a Store licensed in the name of another person, please give details.

PERMIT TO SELL OR SUPPLY OF SSAN

Provide details of the purpose for which a permit to sell or supply the particular SSAN product (provide product name) is required. Include details of the site of the premises from which the sale or supply will be conducted.

PERMIT TO USE OR DISPOSE OF SSAN

Provide details of the purpose for which a permit to use or dispose of the particular SSAN product (provide product name) is required. Include details of the site of the use or disposal.

PERMIT TO IMPORT OR EXPORT SSAN

Provide details of the purpose for which a permit to Import or Export the particular SSAN product (provide product name) is required. Include the point of entry to, and/or the point of exit from South Australia.

Signature

Date/...../.....

LICENCE TO MANUFACTURE SSAN

Provide details of the purpose for which a Licence to manufacture the particular SSAN product is required. Include site of manufacture, a site plan and the ingredients of the product and name of the product.

LICENCE TO STORE SSAN

Provide details of the purpose for which a Licence to store the particular SSAN product is required.

Storage site plan

For each storage site, **attach a site plan(s)** of the property including where the SSAN will be stored and used.

- For small properties, this could be one site plan.
- For larger properties, draw two plans; one showing the overall site and surrounds and another more detailed plan of where the SSAN will be stored.
- Include the distance to the nearest public road, property boundaries, and any nearby public or private buildings and the nature and use of those buildings.
- State the maximum quantity to be stored at each secure storage site.

The plan(s) must contain sufficient details for an inspector to locate the property, and to locate the SSAN stored on the property. This may require more than one site plan.

Storage detail

Provide details for each secure store identified on your site plan. The Store may be a container, a room within a building or a separate building or structure.

Situation of store

If in a town give street and number, if elsewhere give section and hundred. Include the Municipal / Council area.

Owner

If not the applicant

Maximum quantity of SSAN to be stored

 kg

Package size

For packaged SSAN

 X X

Signature

Date / /

Type of store and external construction

e.g. brick building with painted steel roof

Nature of floor and internal lining of the Store

e.g. concrete floor, internal lining of walls and ceiling is cement sheeting

Dimensions of the Store

 X X

Doors to Store

Describe number, type and nature

Door locks

Describe the type of locks

Windows to Store

Describe number and type, dimensions, and whether locked, barred or alarmed

Signage

Describe any signs that warn against intrusion into the secure store, such as 'Authorised Access Only' etc

Other security measures

Describe any other security measures such as alarms, patrols, guard dogs, lighting etc

Authorised personnel

On the following page list all those who you would like to have unsupervised access to SSAN such as company directors, site managers, security officers, employees or family members. These persons must be over 18 years of age. They will be required to undertake a criminal history check and a politically motivated violence (PMV) clearance before being approved by SafeWork SA.

Additional people can be added to this list, provided they undertake police and PMV checks. They cannot be given unsupervised access to SSAN until these checks are complete and are approved by SafeWork SA for the particular licence.

National Police Clearance certificates are obtained through the South Australian Police. Please visit the SA Police website at <https://www.sapolice.sa.gov.au> for details.

If employees have not been security cleared previously, they require ASIO clearance. They must complete the *Authority to Access Person History Information* form. Particular attention should be given to recording all alternate and previous names.

Signature

Date/...../.....

List of authorised persons to have unsupervised access to SSAN

Name	Position	Police / PMV check application attached?	Office use only Date notified as 'Clear'
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	

Signature

Date/...../.....

LICENCE TO CARRY SSAN

Provide details of the purpose for which a licence to carry the particular SSAN product is required.

Type of SSAN to be transported

Product name

Supplier

Maximum quantity of SSAN to be transported

 kg

Transport vehicle details

Provide equivalent identification details for rail vehicle or vessel

Vehicle make

Vehicle model

Vehicle owner

Vehicle registration number

Attach a copy of the registration certificate

Transport route details

Start point

End point

Distance

Will the journey be non-stop?

Yes No

Route details

Will the security be provided by lock and key or constant surveillance?

Signature

Date/...../.....

SECURITY MANAGEMENT PLAN

For Manufacture, Carriage and Store licences

For manufacture, carriage and storage you are required to have a security management plan (SMP) approved by SafeWork SA.

You must identify the security risks associated with your particular activities. Your SMP must describe processes you have adopted to control these identified security risks.

If you have adopted processes not already detailed in this application then those details can be attached for approval. This may include storage, transport, manufacture, access, record keeping, information security, assigning responsibility, monitoring compliance, and reviewing security and processes, signage, physical security, lighting or alarm systems.

SECURITY MANAGER DETAILS

The security manager may be the applicant

The applicant must ensure that a person is approved by SafeWork SA as a security cleared manager for:

- i. ensuring compliance with a security management plan or tasks included in the plan; or
- ii. the activities authorised by each licence and permit

Security Manager(s) and all persons who have unsupervised access to SSAN must complete and attach a National Police Clearance Certificate and if required the form "Authority to Access Person History Information" to be approved and security cleared by SafeWork SA.

If there are multiple security managers to be approved by this agency please attach the equivalent details given below and indicate what licence/ permits/ activities or security management plan that they are responsible for.

Name

Position title

Email

Mobile

Other phone

Responsibilities

LICENCE FEES

Current until 30 June 2022.

New application (3 years) \$70.00

If a licence or permit is to be granted or renewed for a period less than or more than 36 months, a pro rata adjustment is to be made to the amount of the fee by applying the proportion that the length of the licence or permit period in months bears to 36 months.

PMV (ASIO Clearance) \$36.00

LICENCE / PERMIT PAYMENT DETAILS

Name of applicant (as appears on licence/permit application form)

Date of application

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Type	Fee	Total
New	\$70.00	\$
PMV	\$36.00 per person	\$
Total		\$

Signature

Date/...../.....

PAYMENT METHOD

[Apply by email](#)

Credit Card

Complete cardholder details section.

Accepted payment method: VISA or MasterCard

Email all documents to: licensing.safework@sa.gov.au

Total file size must be less than 20MB

[Apply by post](#)

Credit Card

Complete cardholder details section.

Accepted payment method: VISA or MasterCard

Cheque / Money order

Make the cheque or money order out to **SafeWork SA**

Post all documents to:

Private and Confidential
SafeWork SA
Licensing Unit
GPO Box 465
ADELAIDE SA 5001

We do not accept payment by cash.

CARDHOLDER DETAILS

Please do not provide credit card numbers or CVC / CVV numbers. We will contact you for payment once your application has been assessed.

I authorise SafeWork SA to deduct the amount of:

\$

Name of cardholder

Signature

Name of person authorised to approve payment (if different to cardholder name)

Contact telephone

Date/...../.....

Postal/email address for payer (for receipt)