

Recognition of interstate Assessor Accreditation

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

How to complete this application

1. Read the Applicant Guide and application form in full to understand the information required. The Applicant Guide can be found here: www.wa.gov.au/media/50289/download?inline
2. Gather all required attachments.
3. Complete the application form in full.
4. Use the provided checklist to check the application is complete.
5. Submit the application along with payment of the required fee.

For assistance completing this application Phone 1300 424 091 or email
WorksafeRegistration@lgirs.wa.gov.au

How to submit this application

Submission method		Application fee
Online	Submit your application and pay online: https://onlineforms.dmirs.wa.gov.au/#/form/64083a5e895bd9062093cf63/app/6758f69c2facde1fb8aa1cd6	Pay by credit card online
Post	Licensing Services Department of Local Government, Industry Regulation and Safety Locked Bag 14 Cloisters Square PERTH WA 6850	Attach Application Payment Form www.wa.gov.au/media/49956/download?inline
In person	Department of Local Government, Industry Regulation and Safety Level 1, Mason Bird Building 303 Sevenoaks Street, Cannington Office opening hours: 8.30am - 4.30pm, Monday to Friday	

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

OFFICE USE ONLY

Total Fee	\$	Department Code	WA	Chart Description	<input type="checkbox"/> HRW Assessor Accreditation – New application

PART 1: APPLICATION DETAILS

Applicant Details									
Family name									
Given names									
Residential address	Street address								
	Suburb					Postcode			
Postal address <i>(if different to residential address)</i>	Postal address								
	Suburb					Postcode			
Phone no.									
Email									
Current Accreditation details									
Accreditation no.				Expiry Date					
Classes									
Issuing State or Territory (circle)	WA	SA	TAS	VIC	ACT	NSW	NT	QLD	COM

PART 2: ATTACHMENTS

Attach the following documents to your application	
<input type="checkbox"/>	Attach a copy of your interstate high risk work assessor accreditation.
<input type="checkbox"/>	A letter from an RTO confirming you will be engaged to complete high risk work competency assessments of the relevant class/es in association with the RTO delivering the training in WA. You are required to attach a letter (or letters) that applies to each of the classes of accreditation you hold.
<input type="checkbox"/>	<p>Proof of Identity Proof of identity is not required if you have a valid high risk work licence in Western Australia.</p> <p>Refer to the 'Applicant Guide – Application for Accreditation to Assess High Risk Work' for detail of the documents acceptable as proof of identity.</p> <p>DO NOT provide copies of credit or bank cards as proof of identity.</p>

PART 3: PROBITY AND DECLARATION

Probity questions		
For help understanding these questions read the applicant guide at: www.wa.gov.au/media/50289/download?inline or call 1300 424 091.		
1. Do you have a current assessor accreditation in another State/Territory in Australia?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2. Have you ever been convicted or found guilty of an offence under Work Health and Safety legislation in Australia?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3. Have you ever entered into an enforceable undertaking under Work Health and Safety legislation in Australia?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4. Have you ever been refused an equivalent high risk work assessor accreditation in Australia?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5. Have you previously held a high risk work assessor accreditation in Australia which had conditions imposed on it, or which was suspended or cancelled?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
6. Have you ever been disqualified from applying for a high risk work assessor accreditation in Australia?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If you answered 'yes' to any of the above questions, attach details. A 'yes' response will be considered by the WorkSafe Western Australia Commissioner on the facts presented and may not affect your application to be licensed.		
Declaration of applicant		
<p>Section 268 of the <i>Work Health and Safety Act 2020</i> provides for penalties of up to \$12,500 for a person who gives information that the person knows to be false or misleading in a material particular or omits any matter or 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.</p> <ol style="list-style-type: none"> By signing this application form I declare that the information and documents I have provided in support of this application are true and correct. In addition, by signing this form, I give consent to the WorkSafe Commissioner, or persons so directed, to obtain on my behalf any document, record, file, or information that may be necessary and relevant to consider this application. I have read, understood and agree to comply with the conditions of accreditation stated on the document titled 'WorkSafe accredited assessor conditions for high risk work licence classes' as published on the website, and understand that non-compliance with any condition may result in the accreditation being suspended or cancelled. 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 reapply. <p>This declaration is considered to be made on the date the application is submitted.</p>		
Signature		

PART 4: CONDITIONS OF ACCREDITATION

- If granted, the standard conditions published online at <https://www.wa.gov.au/media/91452/download?inline> apply to all assessor accreditations.
- By submitting this application, you are acknowledging awareness of these conditions and your ability and agreement to comply with them.
- Conditions applied to accreditation can be amended from time to time. You will be notified if conditions on an accreditation are going to be amended.

APPLICATION CHECKLIST

Please ensure you have provided/completed each of the following:	
PART 1: APPLICATION DETAILS	
<input type="checkbox"/>	Application details completed in full
PART 2: ATTACHMENTS	
<input type="checkbox"/>	All attachments listed in Part 2 have been attached: <ul style="list-style-type: none">• Attach a copy of your interstate high risk work assessor accreditation• Letter from an RTO• Proof of Identity (interstate HRWL holders only)
PART 3: PROBITY AND DECLARATION	
<input type="checkbox"/>	All probity questions have been answered and supporting documents provided (if required)
<input type="checkbox"/>	You have signed the declaration
PART 4: CONDITIONS	
<input type="checkbox"/>	You have read, understood, and agree to comply with the conditions which will apply to the accreditation if granted. You are able to comply with the conditions.