*Environmental Protection Act 1994*

Application to convert a transitional authority to standard conditions of approval

*This document is the approved form to be used by holders of a transitional authority to convert to standard conditions of approval under section 695 to 698 of the* Environmental Protection Act 1994 *(EP Act).*

A transitional authority is an environmental authority (EA) or environmental relevant activity (ERA) defined under section 694 of the EP Act that was approved prior to 31 March 2013. These include:

* A development permit for a Chapter 4 ERA.
* The urban development area development conditions of a development approval.
* A registration certificate for a Chapter 4 ERA.
* An EA (Chapter 5A activities).
* An EA (mining activities).

If you would like to have a pre-lodgement meeting:

* For prescribed ERAs 2, 3 and 4—contact the Department of Agriculture and Fisheries by email at **livestockregulator@daf.qld.gov.au**.
* For any other ERA—please fill out and lodge the form [Application for pre-lodgement services (ESR/2015/1664)](https://www.qld.gov.au/environment/management/licences-permits/application-for-pre-lodgement-services), prior to lodging this application form.

**Checklist for making an application**

You must complete this checklist before you continue with the application form.

If you answer no to any of the below questions, you **cannot** use this application form.

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| **Checklist questions** | | **Guidance** |
| Can you comply with all of the eligibility criteria for all of the relevant ERAs with standard conditions? | YES  NO | If no, you cannot make this conversion application. A conversion application can only be made if there is eligibility criteria in place for the relevant ERAs and you can comply with all of these criteria.  If you cannot meet the standard conditions you may also not be able to use this application form. You will need to determine if an amendment application would be more appropriate instead of this application type. This can be lodged using the application form [Application to amend an environmental authority (ESR/2015/1733)](https://www.desi.qld.gov.au/policies?a=272936:policy_registry/era-ap-amend-environmental-authority.docx). |

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| **GUIDE** | Application details |
| If you require assistance in answering any part of this form or have any questions about your application please contact the relevant department. Contact details are at the end of this form.  The transitional authority number and details may be found on the original authority.  If more space is required for any responses, please attach additional information as a separate page.  If there is an agent acting on behalf of the EA holder, provide details in this section. An agent could be a consultant or a contact for the EA holder.  As statutory documents need to be sent to all applicants, this section can also be used when there are multiple EA holders to nominate an address for statutory documentation to be sent ‘care of’ to. | Transitional authority  |  | | --- | | TRANSITIONAL AUTHORITY NUMBER | | TRANSITIONAL AUTHORITY HOLDER NAMES |   **Agent details/address for service**  The address supplied here will also be used as a service address for sending statutory documents. If blank, statutory documents will be sent to the address previously supplied for the holder or principal applicant for the transitional EA.   |  |  | | --- | --- | | INDIVIDUAL OR BUSINESS NAME (INCLUDE TRADING NAME IF RELEVANT) | | | RESIDENTIAL ADDRESS OR REGISTERED BUSINESS ADDRESS (NOT A POST OFFICE BOX ADDRESS) | | | POSTAL ADDRESS (IF DIFFERENT FROM ABOVE) | | | CONTACT PERSON | | | PHONE | FACSIMILE | | EMAIL | | |
| For mining and resource activities there will be no ERA number so you can leave this column blank. | List the ERAs that you are applying to convert to standard conditions of approval  |  |  |  | | --- | --- | --- | | ERA NUMBER | NAME OF ERA OR ACTIVITY | THRESHOLD | |  |  |  | |  |  |  | |  |  |  | |
| The first step towards payment is to calculate the fees payable. Information on these fees can be located at [Forms and fees for environmental authorities | Business Queensland](https://www.business.qld.gov.au/running-business/environment/licences-permits/forms-fees)  Credit card payments over the phone are still available at Department of Agriculture and Fisheries for applications for ERA 2, ERA 3, and ERA 4. | Payment of fees  |  |  | | --- | --- | | The application fee is: | $ |  |  | | --- | |  |   *For fees payable to the Department of Environment, Science and Innovation:*   |  |  | | --- | --- | |  | Email the completed application with a request to pay the application fee by Bpoint.  Please do not email your credit card details – we will send you a link to pay securely by credit card via BPoint. |   *For fees payable to the Department of Agriculture and Fisheries:*   |  |  | | --- | --- | |  | Cheque or money order payable to the Department of Agriculture and Fisheries (attached) | |  | For credit card payment, please provide contact details and we will contact you for payment to be made over the telephone: | |  | Telephone number: | |
| Where there is more than 1 holder of the transitional EA, this declaration is to be signed by all holders, unless there is an agreement between all holders that 1 can sign on behalf of the other.  **Note:** If only 1 holder is signing this application form, they are committing all holders to the content of the application and the declaration.  Where the EA holder is a company, this form must be signed by an authorised person for that company.  **Privacy statement**  The Departments of Environment Science and Innovation (DESI) and Agriculture and Fisheries (DAF) are collecting the information on this form to process your conversion application for an EA. This collection is authorised under sections 695 and 696 of the EP Act. Some information may be given to the Department of Resources, for the purposes of processing this application and/or the administration of the *Strategic Cropping Land Act 2011*.  Your personal information will only be accessed by authorised employees within these departments and will not be disclosed to any other parties unless authorised or required by law.  For queries about privacy matters please email [**privacy@des.qld.gov.au**](mailto:privacy@ehp.qld.gov.au) or telephone: 13 74 68. | Declaration **Note:** If you have not told the truth in this application you may be prosecuted.  Where an agreement is in place between all holders of the transitional EA, that 1 holder can sign on behalf of the other joint holders, please tick the below checkbox.  I have the authority to sign this form on behalf of all the joint holders of the transitional EA.  I declare that:   * I am the holder of the transitional EA or an authorised signatory. * Each ERA listed in question 2, can comply with the eligibility criteria and standard conditions of approval. * The information provided is true and correct to the best of my knowledge. * I understand that it is an offence under section 480 of the EP Actto give to the administering authority or an authorised person a document containing information that I know, or ought reasonable know, is false or misleading in a material particular. * I understand that under section 480A of the EP Act that, if I am required to give a document to the administrating authority or an authorised person, it is an offence to give a document that contains incomplete information in a material particular. * I understand that failure to provide sufficient information may result in the application being refused. * I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*. * I understand that I am responsible for managing the environmental impacts of these activities, and that approval of this application is not an endorsement by the administering authority of the effectiveness of management practices implemented.  |  |  | | --- | --- | | TRANSITIONAL AUTHORITY HOLDER’S NAME | | | SIGNATURE | | | POSITION OF SIGNATORY | DATE | | JOINT HOLDER’S NAME (IF APPLICABLE) | JOINT HOLDER’S SIGNATURE (IF APPLICABLE) | | JOINT HOLDERS NAME (IF APPLICABLE) | JOINT HOLDERS SIGNATURE (IF APPLICABLE) | |
|  | Applicant checklist Application form complete and any supporting information attached. |
| **Further information**  The latest version of this publication can be found at [Application to convert a transitional environmental authority to standard conditions of approval (ESR/2015/1794)](https://www.desi.qld.gov.au/policies?a=272936:policy_registry/pr-ap-transitional-convert-to-standard-conditions.docx) | Please return your completed application kit to **For ERA 2, ERA 3 or ERA 4**   |  |  | | --- | --- | | **Post:**  Senior Environmental Scientist  Animal Industries  Department of Agriculture and Fisheries  PO Box 102  TOOWOOMBA QLD 4350 | **Enquiries:**  Phone: (07) 13 25 23  Fax: (07) 4529 4192  Email: [**livestockregulator@daf.qld.gov.au**](mailto:livestockregulator@daf.qld.gov.au) |   **For all other ERAs**   |  |  | | --- | --- | | **Post:**  Department of Environment, Science and Innovation  GPO Box 2454  BRISBANE QLD 4001 | **Enquiries:**  Permit and Licencing  Phone: 13 QGOV (13 74 68)  Email: [**palm@des.qld.gov.au**](mailto:palm@des.qld.gov.au) | |  |  | |