

# WORK INVOLVING CARCINOGENIC SUBSTANCES



NSW DEPARTMENT OF  
PRIMARY INDUSTRIES

## NOTIFICATION FORM FOR COAL OR MINING WORKPLACES

### EXPLANATORY NOTES

This form is to be used for notifying the NSW Department of Primary Industries (DPI) of any the following:

- proposed work involving use of a notifiable or prohibited carcinogenic substance
- amendment or renewal of an existing notification
- review of a risk assessment for work involving notifiable or prohibited carcinogenic substances.

If you are submitting an amendment or renewal of an existing notification you need only complete the section where details have changed since the last notification.

Notification of proposed work using a notifiable or prohibited carcinogenic substance is required under clause 345 of the *Occupational Health and Safety Regulation 2001*. Work involving use of a notifiable or prohibited carcinogenic substance at a mining workplace or a coal workplace must not commence unless notice of the proposed work has been given to NSW DPI.

Notification of a review of a risk assessment relating to work involving a notifiable or prohibited carcinogenic substance is required under clause 346 of the *Occupational Health and Safety Act 2001*.

### PRIVACY COMPLIANCE STATEMENT

This information is collected by the NSW DPI as required by the NSW Occupational Health and Safety Regulation 2001, for the purpose of ensuring compliance with that legislation.

NSW DPI may use this information to establish and maintain a database and to assist the NSW DPI inspectorate with their work generally, and may be given to other State and Territory government agencies, including WorkCover NSW.

Except for the purposes of prosecution and unless such disclosure is otherwise required by law or permitted by law, the information will not be accessed by any third parties in a way that would identify the individual, without the consent of that individual.

You may apply to NSW DPI to access and correct any of your own personal information the department holds if that information is inaccurate, incomplete, not relevant or out of date. Applications should be made in writing to the Director, Mine Safety Operations, Mineral Resource, NSW DPI PO Box 344. Hunter Region Mail Centre, NSW 2310.

## 1. TYPE OF NOTIFICATION

Please tick the appropriate box:  New notification  Amendment  Renewal

For an **amendment** or **renewal** of an existing notification, please provide the following information OR attach a copy of the acknowledgement letter for that notification.

Company name/ address on existing notification:

---

---

Town/Suburb/Locality: \_\_\_\_\_ Postcode: \_\_\_\_\_

Date of acknowledgement: \_\_\_\_\_

File number: \_\_\_\_\_

## 2. DETAILS OF NOTIFIER

2.1 Name of registered company/ nominated operator:

---

---

2.2 ABN: \_\_\_\_\_

2.3 ANZSIC classification: \_\_\_\_\_

2.4 Trading name: \_\_\_\_\_

2.5 Registered address of notifier:

---

---

Town/Suburb/Locality: \_\_\_\_\_ Postcode: \_\_\_\_\_

## 3. CONTACT DETAILS (person who has authority of notifier to be contact person)

3.1 Name: \_\_\_\_\_

3.2 Position/Title: \_\_\_\_\_

3.3 Email: \_\_\_\_\_

3.4 Telephone: \_\_\_\_\_

3.5 Fax: \_\_\_\_\_

#### 4. DETAIL OF WORK USING CARCINOGENIC SUBSTANCE

4.1 Address where work occurs (mine site):

---

---

Town/Suburb/Locality: \_\_\_\_\_ Postcode: \_\_\_\_\_

4.2 Nature of work to be undertaken using carcinogenic substance (eg processing):

---

---

#### 5. DETAILS OF CARCINOGENIC SUBSTANCE

5.1 Name of substance (as specified in clause 158 of the *Occupational Health and Safety Regulation 2001*): \_\_\_\_\_

5.2 Trade or common name of substance: \_\_\_\_\_

5.3 Nature of the product (eg solid, liquid): \_\_\_\_\_

5.4 Quantity or proportion of substance in product of preparation; \_\_\_\_\_

5.5 Estimated annual quantity of product or preparation required or used: \_\_\_\_\_

#### 7. DETAILS OF SUPPLIER

7.1 Name: \_\_\_\_\_

7.2 Address: \_\_\_\_\_

---

Town/Suburb/Locality: \_\_\_\_\_ Postcode: \_\_\_\_\_

#### 8. RISK ASSESSMENT REVIEW

8.1 Did the risk assessment require a review?  Yes  No

8.2 Date of last risk assessment review: \_\_\_\_\_

**9. CONTACT DETAILS OF PERSON WHO REVIEWED RISK ASSESSMENT**  
(complete if answer to 8.1 was yes)

9.1 Name: \_\_\_\_\_

9.2 Position/Title: \_\_\_\_\_

9.3 Email: \_\_\_\_\_

9.4 Telephone: \_\_\_\_\_

9.5 Fax: \_\_\_\_\_

**10. DECLARATION**

It is an offence under the *Occupational Health and Safety Regulation 2001* for a person to make a statement that the person knows is false or misleading.

I, (name) \_\_\_\_\_ declare that the information provided in this form is true and correct.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

DPI Office use:				
Inspector name and signature:				
COMET ID:		FILE No.:		MINE ID:

## LODGEMENT

Send completed forms, marked to the attention of Area Manager (Senior Inspector of Mines), to the relevant address below:

### COAL INDUSTRY

#### Hunter Region

**Maitland**  
PO Box 344  
Hunter Region Mail Centre NSW 2310  
Phone: (02) 4931 6666  
Fax: (02) 4931 6790  
[maitland.coalnotification@dpi.nsw.gov.au](mailto:maitland.coalnotification@dpi.nsw.gov.au)

**Singleton**  
PO Box 51  
Singleton NSW 2330  
Phone: (02) 6571 8788  
Fax: (02) 6572 1201  
[singleton.coalnotification@dpi.nsw.gov.au](mailto:singleton.coalnotification@dpi.nsw.gov.au)

#### South East Region

**Wollongong**  
PO Box 674  
Wollongong NSW 2520  
Phone: (02) 4222 8333  
Fax: (02) 4226 3851  
[wollongong.coalnotification@dpi.nsw.gov.au](mailto:wollongong.coalnotification@dpi.nsw.gov.au)

**Lithgow**  
PO Box 69  
Lithgow NSW 2790  
Phone: (02) 6350 7888  
Fax: (02) 6352 3876  
[lithgow.coalnotification@dpi.nsw.gov.au](mailto:lithgow.coalnotification@dpi.nsw.gov.au)

### METALLIFEROUS, EXTRACTIVE AND OPAL MINING INDUSTRIES

#### Central West Region

**Orange**  
Locked Bag 21  
Orange NSW 2800  
Phone: (02) 6360 5333  
Fax: (02) 6360 5363  
[orange.metexnotification@dpi.nsw.gov.au](mailto:orange.metexnotification@dpi.nsw.gov.au)

#### Western Region

**Broken Hill**  
PO Box 696  
Broken Hill NSW 2880  
Phone: (09) 8088 9300  
Fax: (08) 8087 8005  
[brokenhill.metexnotification@dpi.nsw.gov.au](mailto:brokenhill.metexnotification@dpi.nsw.gov.au)

**Cobar**  
PO Box 157  
Cobar NSW 2835  
Phone: (02) 6836 6000  
Fax: (02) 6836 4395  
[cobar.metexnotification@dpi.nsw.gov.au](mailto:cobar.metexnotification@dpi.nsw.gov.au)

#### Hunter Region

**Maitland**  
PO Box 344  
Hunter Region Mail Centre NSW 2310  
Phone: (02) 4931 6666  
Fax: (02) 4931 6790  
[maitland.metexnotification@dpi.nsw.gov.au](mailto:maitland.metexnotification@dpi.nsw.gov.au)

#### Northern Region

**Armidale**  
PO Box U86  
Armidale NSW 2351  
Phone: (02) 6738 8500  
Fax: (02) 6772 8664  
[armidale.metexnotification@dpi.nsw.gov.au](mailto:armidale.metexnotification@dpi.nsw.gov.au)

#### South East Region

**Wollongong**  
PO Box 674  
Wollongong NSW 2520  
Phone: (02) 4222 8333  
Fax: (02) 4226 3851  
[wollongong.metexnotification@dpi.nsw.gov.au](mailto:wollongong.metexnotification@dpi.nsw.gov.au)

#### Lightning Ridge

PO Box 314  
Lightning Ridge NSW 2834  
Phone: (02) 6829 0678  
Fax: (02) 6829 0825  
[lightningridge.metexnotification@dpi.nsw.gov.au](mailto:lightningridge.metexnotification@dpi.nsw.gov.au)