



Application for an Asbestos Assessor Licence

USE ADOBE ACROBAT READER WITH THIS FORM



This form is designed to be used with the FREE Adobe Acrobat Reader application. [Click here to download Acrobat Reader.](#) Alternatively the form can be printed and completed by hand, scanned and submitted (with all attached documents).

Lodgement options

You may lodge your completed application **ONLINE** or:

By Post:

Licensing Services
Department of Mines, Industry Regulation and Safety
Locked Bag 100
EAST PERTH WA 6892

In Person:

Department of Mines, Industry Regulation and Safety
Level 1, Mason Bird Building
303 Sevenoaks Street, Cannington
Monday to Friday: 8.30am - 4.30pm

If you are submitting this form online, you will be able to make payment using the Department's secure payment gateway.

If you are submitting this form by post and are making payment by credit card, you must also complete the Application Payment form available at www.commerce.wa.gov.au/publications/licensing-application-payment-form-1 and attach it to your application.

Enquiries:

Phone: 1300 424 091

Email: worksaferegistration@dmirs.wa.gov.au

Office use only

Total Fee (\$)	Department code	Chart description
	WL	<input type="checkbox"/> Asbestos Assessor – New Application

Application for an Asbestos Assessor Licence

1. Applicant details

If you reside outside WA, please provide details as to the circumstances which justify the grant of the licence (Add page if required)

Family name:

First name:

Other name(s):

Business Name (if applicable) a business name extract is required:

Date of birth:

Place of birth:

Residential address *must be within Western Australia unless otherwise specified above

Street address:

Suburb:

State:

Postcode:

Postal address

As above Street address or PO Box:

Suburb:

State:

Postcode:

Phone (day):

Phone (mobile):

Email:

2. Qualification

An applicant must submit with their application evidence of the successful completion of either:

- the specified VET course for asbestos assessor work: *CPCCE5001 Conduct air monitoring and clearance inspections for asbestos removal work*, or its equivalent; and/or
- a tertiary qualification in occupational health and safety, industrial hygiene, science, building construction, or environmental health.

Application for an Asbestos Assessor Licence

3. Identification

To establish proof of identity, Applicants must provide **ONE** primary document or at least **THREE** secondary documents. At least one of those documents must evidence the age of the applicant (at least 18 years).

For more examples please refer to the *Applicant Guide – Application for an Asbestos Assessor Licence*

Primary Identification

- Australian Passport – Current or expired within the last two years, but not cancelled
- A current driver's licence, learners permit or **any other photographic identity document** issued under Australian Law
- International Passport or other documents with same characteristics of Passport Current, not expired or cancelled
- Current International Driver's Licence or an overseas driver's licence recognised by the WA Department of Transport (in English or translated in English)
- Police and Defence identification cards
- State or Commonwealth employee photo identification card with DOB
- Western Australian Photo Card (formerly Proof of Age)

Secondary Identification

- Birth certificate or certified extract
- Australian Citizenship or naturalisation document
- Current entitlement card issued by a State or Commonwealth Government department (for example, a Medicare, Pension, Health or Veteran)
- Utility bill (for example telephone, gas or electricity account) not more than 12 months old
- Water, local rate notice or land valuation notice not more than 12 months old
- Electoral enrolment card or other evidence of enrolment not more than two years old
- Student Identification Card (Secondary/Tertiary)

Do NOT include credit/debit cards or bank statements as proof of identification

Application for an Asbestos Assessor Licence

4. Industry experience

Applicants must provide evidence to demonstrate they have the knowledge and skills of friable asbestos removal industry practice gained through training and/or experience, within the last three (3) years from the date of application.

In doing so, applicants must complete the Statement of Experience (SOE) detailing relevant and varied work experience for at least five (5) substantial jobs within the last 3 years, carried out under the direct supervision of a licensed asbestos assessor for friable asbestos (Class A) removal work.

Relevant experience is experience obtained under a Class A asbestos removal, and/or asbestos assessor, licence.

The SOE must demonstrate the following experience:

- Project start and finish dates of asbestos removal work;
- How many days the asbestos removal work was carried out for;
- The asbestos removal, or asbestos assessor, licence number work was carried out under;
- Type and amount of asbestos being removed;
- Employer's details including details of person/s who can verify/answer questions about the experience;
- Name of project and address;
- Applicant role and responsibilities;
- Applicant name and signature;
- Date.

In addition to the above, and in relation to each project provided on the SOE to demonstrate experience, applicants must provide completed copies of :

- Clearance certificates;
- Air monitoring report(s), or similar, that state the calculated airborne fibre concentration results during the asbestos removal, and at the clearance inspection; and
- Safe Work Method Statements (SWMS).

To assist in verification of the work experience within the SOE, additional information and/or documentation may be requested at any point during the application process.

Please be advised that if an applicant provides experience carried out in another State or Territory, Licensing Services will be required to verify that experience with that State or Territory.

5. Written References

The asbestos assessor work experience documented by applicants must be independently verified by the provision of two (2) written references. These references must verify experience provided on the SOE, and should be completed by a credible and independent person.

A credible and independent person is in a position and has the skills to assess the scope and quality of the experience you are claiming.

For experience gained while employed, a credible and independent referee is the applicant's employer or an authorised representative of the applicant's employer.

For experience gained while a contractor or subcontractor, a credible and independent person is the client. If it is not possible to obtain a signed verification from the client, obtain references from a foreman, supervisor or manager.

A credible and independent referee is not:

- a relative;
- a person with potential conflict (your employee);
- a co-worker or subordinate worker; or
- an office manager or HR manager.

Written references must outline and verify the applicant's experience, and must include the following details of your experience:

- explanation of the referee's relationship and the capacity to independently verify and endorse the applicant's experience in asbestos assessment;
- the type of work completed by the applicant i.e. occupation, duties, roles, and responsibilities;
- the start and finish date of each project the referee is verifying; and
- the address of each project being verified by the referee.

Both written references must be physically signed and dated by the credible and independent person. It must also include the full name, email address, and telephone number of the referee.

Credible and independent referees may be contacted by Licensing Services to verify your experience.

Application for an Asbestos Assessor Licence

Statement of Experience – Asbestos assessor work

Minimum of 5 substantial jobs within the last 3 years

Complete a separate Statement of Experience template for each different project and subsequent employer/client/contractor

Project start and finish dates e.g. mm/yy –mm/yy (how many days)	Class A asbestos removal, AND/OR, asbestos assessor, licence number (works conducted under)	Employer (including name, email address and telephone number of person/s who can verify experience)	Name of project and location	Type of asbestos and quantity removed height of structure building; type of structure; type of asbestos was removed; quantity of asbestos being removed	Details of roles and responsibilities

I certify that the particulars contained in the Statement of Experience are correct.

Name of Applicant:

Signature of Applicant:

Date:

 / /

Application for an Asbestos Assessor Licence

Statement of Experience – Asbestos assessor work

Minimum of 5 substantial jobs within the last 3 years

Complete a separate Statement of Experience template for each different project and subsequent employer/client/contractor

Project start and finish dates e.g. mm/yy –mm/yy (how many days)	Class A asbestos removal, AND/OR, asbestos assessor, licence number (works conducted under)	Employer (including name, email address and telephone number of person/s who can verify experience)	Name of project and location	Type of asbestos and quantity removed height of structure building; type of structure; type of asbestos was removed; quantity of asbestos being removed	Details of roles and responsibilities

I certify that the particulars contained in the Statement of Experience are correct.

Name of Applicant:

Signature of Applicant:

Date:

 / /

Application for an Asbestos Assessor Licence

Statement of Experience – Asbestos assessor work

Minimum of 5 substantial jobs within the last 3 years

Complete a separate Statement of Experience template for each different project and subsequent employer/client/contractor

Project start and finish dates e.g. mm/yy –mm/yy (how many days)	Class A asbestos removal, AND/OR, asbestos assessor, licence number (works conducted under)	Employer (including name, email address and telephone number of person/s who can verify experience)	Name of project and location	Type of asbestos and quantity removed height of structure building; type of structure; type of asbestos was removed; quantity of asbestos being removed	Details of roles and responsibilities

I certify that the particulars contained in the Statement of Experience are correct.

Name of Applicant:

Signature of Applicant:

Date:

 / /

Application for an Asbestos Assessor Licence

Statement of Experience – Asbestos assessor work

Minimum of 5 substantial jobs within the last 3 years

Complete a separate Statement of Experience template for each different project and subsequent employer/client/contractor

Project start and finish dates e.g. mm/yy –mm/yy (how many days)	Class A asbestos removal, AND/OR, asbestos assessor, licence number (works conducted under)	Employer (including name, email address and telephone number of person/s who can verify experience)	Name of project and location	Type of asbestos and quantity removed height of structure building; type of structure; type of asbestos was removed; quantity of asbestos being removed	Details of roles and responsibilities

I certify that the particulars contained in the Statement of Experience are correct.

Name of Applicant:

Signature of Applicant:

Date:

Application for an Asbestos Assessor Licence

Statement of Experience – Asbestos assessor work

Minimum of 5 substantial jobs within the last 3 years

Complete a separate Statement of Experience template for each different project and subsequent employer/client/contractor

Project start and finish dates e.g. mm/yy –mm/yy (how many days)	Class A asbestos removal, AND/OR, asbestos assessor, licence number (works conducted under)	Employer (including name, email address and telephone number of person/s who can verify experience)	Name of project and location	Type of asbestos and quantity removed height of structure building; type of structure; type of asbestos was removed; quantity of asbestos being removed	Details of roles and responsibilities

I certify that the particulars contained in the Statement of Experience are correct.

Name of Applicant:

Signature of Applicant:

Date:

 / /

Application for an Asbestos Assessor Licence

6. Probity questions

(Please answer 'Yes' or 'No' to the following) *You may refer to the Applicant Guide for the definition of corresponding WHS law.

1. Do you hold an equivalent licence under a corresponding WHS law? Yes No

2. Have you, the body corporate or any of the officers of the body corporate, ever been convicted or found guilty of an offence under the Act, or the Regulations, or under any corresponding WHS laws? Yes No

3. Have you, the body corporate or any of the officers of the body corporate, ever been convicted or found guilty of any offence in relation to the unlawful disposal of hazardous waste under the *Environmental Protection Act 1986*? Yes No

4. Have you, the body corporate or any of the officers of the body corporate, ever entered into an enforceable undertaking under the Act or under any corresponding WHS law? Yes No

5. Have you, the body corporate or any of the officers of the body corporate, ever been refused an equivalent licence under a corresponding WHS law? N/A Yes No

6. Have you, the body corporate or any of the officers of the body corporate, previously held an equivalent licence under a corresponding WHS law? Yes No

7. If you answered yes to question 6, were any conditions imposed on that licence? N/A Yes No

8. If you answered yes to question 6, was that equivalent licence suspended or cancelled? N/A Yes No

9. If you answered yes to question 8, were you, the body corporate or any of the officers of the body corporate, disqualified from applying for any licence? N/A Yes No

6a. Answering the above questions

If you answered 'yes' to any of the above questions, attach details. Attached N/A

A 'yes' response will be considered by the WorkSafe Commissioner on the facts presented, and may not affect your application to be licensed.

Application for an Asbestos Assessor Licence

7. Declaration

Section 268 of the *Work Health and Safety Act 2020* 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. By signing this application form you declare that the information and documents you have provided in support of this application are true and correct. In addition, by signing this form, you give consent to the WorkSafe Commissioner, or persons so directed, to obtain on your behalf any document, record, file, or information that may be necessary and relevant to consider this application.

Declaration of applicant

Full name:

Signature:

Date:

8. Application checklist

Please ensure you have provided/completed each of the following:

- Sections 1-7 of the application form have been completed
 - Application fee – refer to the WorkSafe website for the current fees
 - Proof of identification, including evidence of age – refer to the *Applicant Guide – Application for an Asbestos Assessor Licence*
 - Evidence of the successful completion of either:
 - the specified VET course for asbestos assessor work: CPCCE5001 Conduct air monitoring and clearance inspections for asbestos removal work, or its equivalent; and/or
 - a tertiary qualification in occupational health and safety, industrial hygiene, science, building construction, or environmental health
 - Statement of Experience detailing relevant and varied work experience for at least five (5) substantial jobs within the last 3 years, carried out under the direct supervision of a licensed asbestos assessor for friable asbestos (Class A) removal work
 - In relation to each project provided on the SOE to demonstrate experience, applicants must provide completed copies of:
 - Clearance certificates;
 - Air monitoring report(s), or similar, that state the calculated airborne fibre concentration results during the asbestos removal, and at the clearance inspection; and
 - Safe Work Method Statements (SWMS)
 - Two (2) written references to verify the asbestos assessor work experience of the applicant
 - A copy of the Business Name Extract if trading under a business name
-