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| **A01 Development Licence Exemption Application Checklist***Environment Protection Act 2017* s.80(5) and *Environment Protection Regulation 2021* r.24 |
| **Applicant:** | Xxxxxx Pty Ltd |
| **Activity Site address:** | Xxxxxx Road xxxxxx Town VIC 3XXX |
| **Activity description:** |  |

This checklist has been developed to help applicants address the key issues that EPA will consider when conducting assessment of your application. The entries shown in the “References in application column” are just by way of example. Please use an “X” to choose the “YES” or “NO” option by hovering your mouse over the chosen response box and selecting.

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| **SITE CHARACTERISTICS/GENERAL**  | **YES** | **NO** | **Reference in application** |
|  | Have you received Pathway advice from EPA to apply for an A01 development licence exemption? |[x] [ ]  PWY0066XXX was received from EPA. |
|  | Will you be storing, treating, reprocessing, containing or disposing of any reportable priority waste generated at *another* site? |[x] [ ]  Section 1.1, Page x of Document X |
|  | If you answered “no” to the previous question, will you be only supplying or using reportable priority waste (RPW)? That is, can you confirm that you will not be treating RPW? |[ ] [ ]  N/A |
|  | If you answered “yes” to the previous question, please discontinue this checklist and refer to the [A16 guidance](https://www.epa.vic.gov.au/a16-supply-or-use-reportable-priority-waste) instead. |[ ] [ ]  N/A |
|  | Is the proposal in relation to *temporary* plant for on-site treatment of industrial waste? (for example, the operation of the temporary plant is limited to a maximum total operating time of 12 months within any 3-year period). |[ ] [x]  Section 2.1, Page x of Document X |
|  | If you answered “yes” to the previous question, please discontinue this checklist and apply for an refer to the [A19 guidance](https://www.epa.vic.gov.au/a19-temporary-onsite-waste-treatment) instead. |[ ] [ ]  N/A |
| 1. 1
 | Is the proposal for a *new* development/site?  |[x] [ ]  Section 1.2, Page x of Document X |
|  | If you answered “yes” to the previous question, does the site meet the recommended separation distance of 500 m (refer to Table 2 of the [Separation distance guidelines](https://www.epa.vic.gov.au/seperation-distance-guideline)). |[x] [ ]  Section 1.3, Page x of Document X |
|  | If you answered “yes” to Q.7, have you conducted a baseline soil screen (for the contaminants listed in [Publication 1828](https://www.epa.vic.gov.au/sites/default/files/2025-05/1828-3-waste-disposal-categories.docx)) for the site? Note: A report showing the baseline conditions can be useful when applying for a discharge of your financial assurance in the future. |[x] [ ]  Section 1.4, Page x of Document X |
|  | Are you proposing an alternative *lower* buffer distance than the recommended separation distance of 500 m? |[ ] [x]  Section 1.5, Page x of Document X |
|  | If you answered “yes” to Q.7, have you assessed the separation distance having regard to Figure 3 of the [Separation distance guidelines](https://www.epa.vic.gov.au/about-epa/publications/separation-distance-and-landfill-buffer-guidelines)? |[x] [ ]  Section 1.6, Page x of Document X |
|  | Is this a proposal in relation to expansion or modification of an *existing* operation? If yes, please provide details of the proposal including any new treatment processes. |[x] [ ]  Section 1.7, Page x of Document X |
|  | If you answered “yes” to the previous question, have you assessed the separation distance having regard to Figure 3 of the [Separation distance guidelines](https://www.epa.vic.gov.au/about-epa/publications/separation-distance-and-landfill-buffer-guidelines)? |[ ] [x]  N/A |
|  | If you answered “yes” to Q.12, do you have any “statement/s as to whether the activity specified in development licence is completed”, or do you have an existing EPA Permission? |[x] [ ]  Section 1.8, Page x of Document X |
|  | If you answered “yes” to Q.7, have you prepared a [financial assurance](https://www.epa.vic.gov.au/20021-financial-assurance-permissions-and-contaminated-land-management) (FA) proposal to support your application?  |[x] [ ]  Section 1.9, Page x of Document X |
|  | If you answered “no” to Q.7, or “yes” to Q.12, and you will you be receiving additional waste types or additional waste volumes, have you prepared a [financial assurance](https://www.epa.vic.gov.au/20021-financial-assurance-permissions-and-contaminated-land-management) amendment (FA) proposal to support your application? |[x] [ ]  Section 1.9, Page x of Document X |
|  | Do you have an existing Planning Permit from your local Council? If yes, please provide a copy with your application. |[x] [ ]  Section 1.10, Page x of Document X |
|  | Do you have an existing Trade Waste agreement from your Water Authority? If yes, please provide a copy with your application. |[x] [ ]  Section 1.11, Page x of Document X |
|  | Has it been more than 5 years since your [financial assurance](https://www.epa.vic.gov.au/20021-financial-assurance-permissions-and-contaminated-land-management) was last submitted?  |[x] [ ]  Section 1.12, Page x of Document X |
|  | If you answered “yes” to the previous question, have you prepared a [financial assurance](https://www.epa.vic.gov.au/20021-financial-assurance-permissions-and-contaminated-land-management) amendment (FA) proposal to support your application? |[x] [ ]  Section 1.13, Page x of Document X |
|  | Is the site located in a floodplain or on land subject to inundation (LSIO)? **Note:** you may check if your site is subject to inundation by using: [https://digitaltwin.vic.gov.au/public/](https://digitaltwin.vic.gov.au/public/?utm_source=DataVic&utm_medium=datarecordwebpage+&utm_campaign=DataVicDTVlink#https://discover.data.vic.gov.au/dtv_config/WyI3NGNhOTZhMS1hMDM2LTRkMmItYjlkZS0xODIwOTY0NzMzOWQiXQ%3D%3D/config.json)Select “Explore data” - you can then select **Vicmap Hydro –Watercourse line-WMS** and also**LSIO** (type it in the search bar). then for both layers “add to the map”.e.g.   e.g. then type in the address to get the output. |[ ] [x]  Section 1.14, Page x of Document X |
|  | Does the proposal involve the blending of wastes? |[ ] [x]  Section 1.15, Page x of Document X |
|  | Will any controlled wastes be brought from interstate to the site? If yes, you will need to apply for an [A11 permit](https://www.epa.vic.gov.au/a11-transporting-controlled-waste-victoria). |[ ] [x]  N/A |
|  | Have you developed a [decommissioning plan](https://www.epa.vic.gov.au/prepare-decommissioning-plan) for the site? | [x]  | [ ]  | Section 1.16, Page x of Document X |
| **EPA Assessing Officer Comments:**  |
| **Receiving, Storing and handling RPW** | **YES** | **NO** | **Reference in application** |
|  | Will waste storage and/or waste processing be conducted on a secure area (i.e. hard stand, impermeable base) in an enclosed building? |[x] [ ]  Section 2.2, Page x of Document X |
|  | Does your application discuss how wastes will be segregated and stored in accordance with WorkSafe requirements? Please provide a clear plan of premisses showing where wastes will be stored and how wastes will be stored (e.g. empty 44-gallon drums will be stacked three drums high) |[ ] [x]  Section 2.3, Page x of Document X |
|  | Will you be receiving, storing or handling wastes any liquid wastes? |[x] [ ]  Section 2.4, Page x of Document X |
|  | If you answered “yes” to the previous question, will wastes be stored in accordance with the [Liquid storage and handling guidelines](https://www.epa.vic.gov.au/liquid-storage-and-handling-guidelines)? Please provide a copy of any bund sizing calculations. |[x] [ ]  Section 2.5, Page x of Document X |
|  | If you answered “yes” to Q.27, will you be receiving, storing or handling wastes comprised of or including flammable or combustible liquids? |[x] [ ]  Section 2.6, Page x of Document X |
|  | If you answered “yes” to the previous question, will the liquid wastes be stored in accordance with AS 1940-2017 (The storage and handling of flammable and combustible liquids)? |[ ] [ ]  N/A |
|  | If you answered “yes” to Q.28, will the amount of waste be less than 1000 Litres of [waste codes](https://www.epa.vic.gov.au/waste-codes) J100, J120, J130, K100 or L100? |[ ] [x]  Section 2.7, Page x of Document X |
|  | If you answered “yes” to the previous question, and the waste/s will only be stored temporarily, please discontinue this checklist and apply for an [A23 registration](https://www.epa.vic.gov.au/a23-temporary-storage-designated-waste) instead. |[ ] [ ]  N/A |
|  | Will you be receiving, storing or handling asbestos? |[ ] [x]  Section 2.8, Page x of Document X for our asbestos screening procedure |
|  | If you answered “yes” to the previous question, does your proposal only involve the *temporary* (less than 60 days) storage of less than 10 m3 of double wrapped non-friable asbestos?  |[ ] [ ]  N/A |
|  | If you answered “yes” to the previous question, and the waste/s will only be stored temporarily, please discontinue this checklist and apply for an [A22 registration](https://www.epa.vic.gov.au/a22-temporary-storage-asbestos) instead. |[ ] [ ]  N/A |
|  | Will you be receiving any Polychlorinated Biphenyls (PCBs) or PCB containing material? If yes, please apply for consent, refer to this [link](https://www.epa.vic.gov.au/environmentally-hazardous-substances-orders)  |[ ] [x]  Section 2.9, Page x of Document X |
|  | Will you be receiving, storing or handling biomedical waste? |[x] [ ]  Section 2.10, Page x of Document X |
|  | If you answered “yes” to the previous question, is your storing or handling practices in accordance with the *“Industry code of practice for the management of clinical and related waste?”* Note: The 8th edition is available for purchase [here](https://www.wmrr.asn.au/Web/About_WMRR/WMRR_Structure/Biohazard_Waste_Industry.aspx). There are some frequently asked questions about the Code [here](https://www.wmrr.asn.au/Web/About_WMRR/WMRR_Structure/Biohazard_Waste_Industry.aspx)).  |[x] [ ]  Section 2.11, Page x of Document X |
|  | If you answered “yes” to Q.37, does your proposal only involve the *temporary* Storage of 40 m3 or less of any biomedical waste not generated at the site by a council, a health service or an ambulance service storage of biomedical waste?  |[ ] [ ]  N/A |
|  | If you answered “yes” to the previous question, and the waste/s will only be stored temporarily, please discontinue this checklist and apply for an [A21 registration](https://www.epa.vic.gov.au/a21-temporary-storage-biomedical-waste) instead. |[ ] [ ]  N/A |
| **EPA Assessing Officer Comments:**  |
| **Treatment and Disposal of waste/s** | **YES** | **NO** | **Reference in application** |
|  | Where the waste is not soil, has the *input* waste stream been classified and categorised using the process outlined in Figure 3 of[Publication 1968?](https://www.epa.vic.gov.au/19681-guide-classifying-industrial-waste) |[x] [ ]  Section 3.1, Page x of Document X |
|  | Where the waste is not soil, has the expected *output* waste stream been classified and categorised using the process outlined in Figure 3 of[Publication 1968?](https://www.epa.vic.gov.au/19681-guide-classifying-industrial-waste) |[ ] [ ]  N/A |
|  | Have you assessed your [waste duties](https://www.epa.vic.gov.au/understand-your-waste-obligations-and-duties) for the wastes?  |[x] [ ]  Section 3.2, Page x of Document X |
|  | Will wastewater be generated from waste processing areas be diverted for *eventual* discharge to the sewer system? (Note: A trade waste agreement may need to be sought from the relevant water authority) |[ ] [x]  Section 3.2, Page x of Document X |
|  | If you answered “no” to the previous question, do you already or will you provide appropriately sized bunded tanks to store collected wastewater? *Note*: Please refer to [Publication 1698](https://www.epa.vic.gov.au/19681-guide-classifying-industrial-waste). |[x] [ ]  Section 3.3, Page x of Document X |
|  | If you answered “yes” to the previous question, are or will the tanks be easily accessible to enable an appropriately permitted transporter who will remove the wastewater for disposal at a lawful place? |[x] [ ]  Section 3.4, Page x of Document X |
|  | In the event of a fire, does the site have any storage capacity for contaminated water arising from spillage or fire-fighting operations? |[ ] [x]  Not at this stage but we will keep this in mind for future upgrades. |
|  | If you answered “yes” to the previous question, is the storage capacity considered to be adequate to ensure that such waters can be tested and treated before discharge where necessary? |[ ] [x]  Not at this stage but we will keep this in mind for future upgrades. |
| **EPA Assessing Officer Comments:**  |

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| **Air Discharge/s** | **YES** | **NO** | **Reference in application** |
|  | Have you conducted a Level 1, 2 or 3 assessment as outlined in section 5.1.3 of [Publication 1961](https://www.epa.vic.gov.au/guidance-assessing-and-minimising-air-pollution) for the proposal? |[x] [ ]  Section 4.1, Page x of Document X |
|  | Are there any new (or additional discharges if an existing site) of waste gases (air discharges) expected from the proposal? Please refer to and have regard to Schedule 4 of the EP Regulations 2021 Class 1, 2 and 3 substances. |[x] [ ]  Section 4.2, Page x of Document X |
|  | If you answered “yes” to the previous question, does your proposal make provision for the discharge of waste gases in a controlled way by means of a stack(s), containing one or more flues, the height of which has been calculated in such a way as to safeguard human health and the environment? |[x] [ ]  Section 4.3, Page x of Document X |
|  | If you answered “yes” to the previous question, does your proposal include the use (or continued use if not a new site) of continuous air emissions monitoring? |[x] [ ]  Section 4.4, Page x of Document X |
|  | Will the activity produce any additional fugitive (intended or unintended) air emissions from waste solvents, paints, stains, strippers, and finishes or pesticides? |[x] [ ]  Section 4.5, Page x of Document X |
|  | Where flammable vapours may build up in an enclosed processing space, will any safety measures such as the use of a “nitrogen blanket” be used to minimise the chance of explosion? |[x] [ ]  Section 4.6, Page x of Document X |
|  | If you answered “yes” to the previous question, will the activities occur in a building that uses negative pressure to minimise any fugitive emissions? |[x] [ ]  Section 4.7, Page x of Document X |
|  | Are any *odour pollution control* measures proposed as part of this proposal? For example:* water or chemical curtains (odour)
* RTO (odour + VOCs)
* carbon beds (odour + VOCs)
* venturi systems (scrubbing gases)
* dry and wet scrubbers (scrubbing gases)
* carbon or lime injection system (removes particulates and acidic gases)
 |[x] [ ]  Section 4.8, Page x of Document X |
|  | Will the waste treatment activity encompass any of the following activities: grinding, cutting or shredding materials or any other dust producing activities? |[ ] [x]  Section 4.9, Page x of Document X |
|  | If you answered “yes” to the previous question, does your proposal include the use (or continued use if not a new site) of any of the following dust pollution controls?* a venturi scrubber/cyclone; and/or
* fabric filters/baghouse; and/or
* high-efficiency particulate air (HEPA) filters.
 |[ ] [ ]  N/A |
| **EPA Assessing Officer Comments:**  |

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| **Noise Emissions** | **YES** | **NO** | **Reference in application** |
|  | Will the proposal entail the use of any ***new*** sources of equipment known to produce low frequency noise (as listed in Table 1 of [Publication 1996](https://www.epa.vic.gov.au/guidance-assessing-low-frequency-noise))? |[x] [ ]  Section 5.1, Page x of Document X |
|  | If you answered “yes” to the previous question, have you engaged an [acoustic consultant](https://www.aaac.org.au/) to determine the applicable noise limit that applies to the area where the proposal is to be built? Note: the consultant should refer to the [noise protocol](https://www.epa.vic.gov.au/noise-limit-and-assessment-protocol-control-noise-commercial-industrial-and-trade-premises-and-0).  |[x] [ ]  Section 5.2, Page x of Document X |
|  | Has the current effective noise level under normal operations been derived according to the adjustments outlined in the [noise protocol](https://www.epa.vic.gov.au/noise-limit-and-assessment-protocol-control-noise-commercial-industrial-and-trade-premises-and-0)? |[x] [ ]  Section 5.3, Page x of Document X |
|  | Has an [acoustic consultant](https://aaac.org.au/) prepared a report with any recommendations for on any necessary noise mitigation measures that may be necessary for the plant/equipment that is to be installed? |[x] [ ]  Section 5.4, Page x of Document X |
| **EPA Assessing Officer Comments:**  |

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| **Water, land and groundwater** | **YES** | **NO** | **Reference in application** |
|  | Does the proposal envisage that wastewater generation will be minimised by virtue of clean water being kept separate from solid and liquid waste? |[x] [ ]  Section 6.1, Page x of Document X |
|  | If you answered “yes” to the previous question, have you given examples in your application, for example:* rainwater will be caught from the roofs of the buildings and diverted for storage in rainwater tanks.
* reusing and recycling captured water.
* water from hardstand areas will be segregated as either contaminated or uncontaminated according to the area it was sourced from on the site.
* installing triple interceptor trap with shut-off valve or first flush interceptor to capture contaminated stormwater.
 |[x] [ ]  Section 6.2, Page x of Document X |
| **EPA Assessing Officer Comments:**  |

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| **Energy/Climate Change** | **YES** | **NO** | **Reference in application** |
|  | Provide a copy of the completed Part A of the [Climate change checklist](https://www.epa.vic.gov.au/sites/default/files/2025-05/EPA-climate-change-application-checklist.docx)(which is all relevant for DL applications). |[x] [ ]  Section 7.1 Page x of Document X |
|  | If you answered “yes” to Q.7, are you proposing to use energy efficient equipment? Also see the [Guideline for minimising GHG emissions](https://www.epa.vic.gov.au/minimise-greenhouse-gas-emissions-your-business) (Publication 2048). |[x] [ ]  Section 7.2 Page x of Document X |
|  | If you answered “yes” to Q.12, have you conducted an [energy audit](https://www.energy.gov.au/business/energy-management-business/1-understand-your-energy-use/conduct-energy-audit) of existing equipment that may give high energy consumption from inefficient equipment or systems? For example, continued use of old inefficient/old pump systems may give rise to higher energy use (and therefore extra CO2 emissions from extra energy). Also see the [Guideline for minimising GHG emissions](https://www.epa.vic.gov.au/minimise-greenhouse-gas-emissions-your-business) (Publication 2048). |[x] [ ]  Section 7.3 Page x of Document X |
| **EPA Assessing Officer Comments:**  |  |  |  | Section 7.2 Page x of Document X |

**Feedback for EPA regarding this Checklist**

**1.**

**2.**

**3.**

**Relevant Australian standards**

[AS 1692-2006 Steel tanks for flammable and combustible liquids](https://www.standards.org.au/)

[AS 1940-2017 The storage and handling of flammable and combustible liquids](https://www.standards.org.au/)

[AS 4979-2008 Flammable and combustible liquids - Precautions against electrostatic ignition during tank vehicle loading](https://www.standards.org.au/)

[AS 2809.2-2023 Road tank vehicles for dangerous goods - Road tank vehicles for flammable liquids](https://www.standards.org.au/)

[AS/NZS 3833:2007 The storage and handling of mixed classes of dangerous goods, in packages and intermediate bulk containers](https://www.standards.org.au/)

[HB 202-2000 A management system for clinical and related wastes - Guide to application of AS/NZS 3816-1998, Management of clinical and related wastes](https://www.standards.org.au/)

[AS/NZS 3816:2018 Management of clinical and related wastes](https://www.standards.org.au/)

[AS/NZS 5667.10:1998 Water quality - Sampling - Guidance on sampling of waste waters](https://www.standards.org.au/)

[AS 4123.5-2008 Mobile waste containers - Performance requirements and test methods](https://www.standards.org.au/)

[AS 4123.6-2006 Mobile waste containers - Health, safety and environment](https://www.standards.org.au/)

[AS 4123.7-2006 Mobile waste containers - Colours, markings, and designation requirements](https://www.standards.org.au/)