



Application for amendment to accreditation Individual

Pursuant to section 127 of the *Exhibited Animals Act 2015*

OFFICE USE ONLY

DATE RECEIVED:
APPLICATION REFERENCE NUMBER:
FURTHER INFORMATION REQUEST DATE:
DATE FURTHER INFORMATION RECEIVED:
DATE APPROVED OR REFUSED:
PRHL DATABASE REFERENCE NUMBER:
PRID DATABASE REFERENCE NUMBER:
PAYMENT AMOUNT & RECEIPT NUMBER:

Important information for applicants

Please use this if you are an individual applying to amend your accreditation.

The Department of Agriculture and Fisheries is collecting your personal information for the purpose of administering and enforcing the provisions of the *Exhibited Animals Act 2015*. You should provide as much information in your application to demonstrate your suitability to hold an accreditation. An accreditation cannot be issued unless the chief executive of the Department of Agriculture and Fisheries is satisfied that you meet the requirements under the *Exhibited Animals Act 2015*.

It is your responsibility to ensure that you understand the requirements under the *Exhibited Animals Act 2015* and that you provide true and correct information in your application. The legislation can be accessed on the Office of the Queensland Parliamentary Counsel website <http://www.legislation.qld.gov.au>.

How to complete this form

- Type or use black ink (*block letters*).
- Fill in all parts of the application.
- If there is insufficient space on the form, continue your answers on separate sheets, each of which should be signed and attached.

How to submit this form

- Via email to:
exhibitedanimalapplications@daf.qld.gov.au
- Via post to:

Exhibited Animals, Biosecurity Queensland
Department of Agriculture and Fisheries
GPO Box 46
Brisbane Qld 4001

Contact us

If you require further information regarding your application contact Exhibited Animals, Biosecurity Queensland, Department of Agriculture and Fisheries on 13 25 23.

Further information

Code of Practice or guidelines may be obtained from the Department of Agriculture and Fisheries website <http://www.daf.qld.gov.au/>.

Part 1 - Relevant accreditation

Accreditation number for amendment

Commencement date

Expiration date

Part 2 - Type of amendment

Please indicate the type of amendment you are making:

- Additional species or taxon - parts 4 & 5
- Other (provide the details of proposed amendments in the relevant parts of this form)

Part 3 - Applicant's details

Are there any proposed changes to your name, contact addresses or contact person details?

- No
- Yes

If yes, please complete the relevant sections.

First name

Last name

Trading name

Applicant residential address

Property/Building name

Unit/Lot/Street number

Street name

Suburb/Town/Locality

State

Postcode

Applicant postal address *(if different from above)*

Post box address

Property/Building name

Unit/Lot/Street number

Street name

Suburb/Town/Locality

State

Postcode

Applicant contact details

E-mail address

Phone business hours

Phone after hours

Mobile

Preferred method of contact

- Any E-mail Phone Mail SMS

(must identify another form of contact)

Part 4 - Applicant's expertise and experience

Are you applying to be accredited for any additional species or taxon?

- No
 Yes

If yes, please provide evidence and expertise in relation to the additional species or taxon.

You will need to provide sufficient evidence of your expertise and experience in carrying out private assessments of an animal, enclosure or place and prepare private assessment reports that will assist the chief executive to decide to amend an accreditation.

You will need to demonstrate that you have the ability (skills, knowledge and experience) to identify the relevant risks and relevant adverse effects of how an animal is managed.

If you are proposing to carry out private assessments in relation to a taxon of animals you must provide evidence of your ability to identify the varying degree of relevant risks and relevant adverse effects associated with the taxon.

You will also need to demonstrate your ability to prepare clear concise and well-reasoned reports that support your opinion that the licensee is complying or not complying in part or in whole of the provisions of the *Exhibited Animals Act 2015*. An accredited person must be able to prepare a report in accordance with section 108 of the *Exhibited Animals Act 2015*.

For example:

- Copy of qualifications.
- Current curriculum vitae demonstrating you have the relevant expertise or experience.
- Experience (e.g. employed fulltime in a particular zoo for 5 years working with particular animals on a daily basis).
- Research papers authored.
- Reports authored.
- Any other information relevant to demonstrating expertise and experience.

Attach certified copies of documentary evidence of your formal and/or other expertise and experience in conducting private assessments and preparing private assessment reports. Do not send original documents.

It is important that you will be able to provide enough information for the chief executive to consider that you are eligible otherwise your application may be refused.

Part 5 - Species proposed for accreditation

Are you applying to be accredited for any additional species or taxon?

- No
 Yes

If yes, please complete the following.

What individual species or taxon of species are you applying for and do you have relevant expertise and experience? (e.g. *native non-venomous snakes, native venomous snakes, native lizards, exotic geckoes, wombats, turtles, exotic small primates etc.*)

If you are proposing to be accredited for a taxon you must identify the animals you have the relevant expertise and experience for. If for example you would like to be accredited for all snakes you must identify the relevant snakes - nonvenomous native snakes, venomous native snakes, exotic nonvenomous snakes or exotic venomous snakes.

If insufficient spaces please attach a separate sheet.

Common name	Scientific name or taxon	Common name	Scientific name or taxon

Part 6 - Applicant suitability

Has the applicant previously held a similar authority?

- No
- Yes **Please state authority number:** *(if known)*

If yes, was the authority:

- An authority under the *Exhibited Animals Act 2015* (excluding current licence)
- A declared pest permit issued under the *Stock Route Management Act 2002*
- A wildlife demonstrator licence under the *Nature Conservation (Administration) Regulation 2006*
- A wildlife exhibitor licence under the *Nature Conservation (Administration) Regulation 2006*
- Another authority under the *Nature Conservation Act 1992*
- An authority under a corresponding law to the *Exhibited Animals Act 2015*
- A general fisheries permit under the *Fisheries Act 1994*
- An authority under a law of the Commonwealth. *Please provide details of all Commonwealth authorities.*

- A similar authority under a law of another State. *Please provide details of all interstate authorities.*

Are you an associate of a holder of an exhibited animal authority or similar authority?

- No
- Yes

If yes, please provide details in the space provided below.

Are you insolvent under administration?

- No
- Yes

Have you been refused an accreditation or similar accreditation?

- No
- Yes

If yes, please provide details in the space provided below.

Have you held an accreditation or similar accreditation that was suspended or cancelled?

- No
- Yes

If yes, please provide details in the space provided below.

Have you been convicted of a relevant offence (other than a spent conviction)?

- No
- Yes

If yes, please provide details in the space provided below.

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Part 7 - Declaration

I hereby declare that the information provided in this application and all information submitted with this application form is to the best of my knowledge and belief, true and correct in every particular. I have read and understand the requirements and obligations of the *Exhibited Animals Act 2015* and *Exhibited Animals Act Regulations 2016*.

I understand that in order for accreditation to be granted the chief executive may make enquires about the suitability of the applicant.

I understand that the information provided by me in this application form will be used for the purposes of determining eligibility and suitability to hold an accreditation under the *Exhibited Animals Act 2015* and for purposes associated with the administration and enforcement of the Act.

Applicant declaration

First name

Last name

Signature

Date

Checklist

Before submitting this form, please check the following have been actioned:

- Application form(s) completed and signed
- Supporting information attached

Part 8 - Definitions

Definitions to assist in the completion of this application under the *Exhibited Animals Act 2015*

(Note: Do not submit Part 8 with your completed application)

Definitions under the *Exhibited Animals Act 2015*

The [Exhibited Animals Act 2015 \(PDF, 928KB\)](#) and the [Exhibited Animals Regulation 2016 \(PDF, 347KB\)](#) define certain terms that a licence holder has to be familiar with. Some of the definitions from the legislation are given below to help licence holders complete their applications.

Assessable development

See the [Sustainable Planning Act 2009 \(PDF, 2.7MB\)](#),

- Generally, means development with regards to a property as prescribed under the *Sustainable Planning Act 2009*.

Associate of a person

- If the person is an individual, an associate of the person is any of the following:
 - the individual's spouse or de facto partner
 - a relative of the individual, whether by blood, spousal relationship or adoption
 - an employee of the individual
 - an employee of a corporation of which the individual is an executive officer
 - a partner of the individual
 - a corporation of which the individual is an executive officer
 - a corporation in which the individual holds a controlling interest
 - a person who is a trustee of a trust of which the individual is a trustee or beneficiary
 - a person who is a beneficiary of a trust of which the individual is a trustee or beneficiary
 - a person who is accustomed or under an obligation, whether formal or informal, to act in accordance with the directions, instructions or wishes of the individual
 - a person who is an associate of someone who is an associate of the individual.
- If the person is a corporation, an associate of the person is any of the following:
 - an executive officer of the corporation
 - an associate of an executive officer of the corporation
 - an employee of the corporation
 - a person who holds a controlling interest in the corporation
 - a related body corporate, within the meaning of the Corporations Act, of the corporation
 - a person who is an associate of someone who is an associate of the corporation.
- If the person is an incorporated association, an associate of the person is a member of the association's management committee.

Australian Securities and Investments Commission (ASIC)

- See <http://www.asic.gov.au/>

Authorised enclosure for a category A animal

- An enclosure of a type in which the category A animal is authorised to be exhibited or dealt with.

Authorised enclosure for a category B or C animal

- An enclosure in which the category B or C animal is authorised to be exhibited or dealt with.

Authority holder

- The person who holds an exhibited animal authority.

Dealing with an exhibited animal

- Carrying out an activity that involves an exhibited animal, or relates to an exhibited animal, other than exhibiting the animal. It includes:
 - accepting, buying, importing or obtaining the animal
 - breeding, culturing, growing or raising the animal
 - keeping or possessing the animal
 - moving the animal
 - giving, selling or otherwise disposing of, the animal.

Development approval

- See the [Sustainable Planning Act 2009 \(PDF, 2.7MB\)](#), schedule 3.

Enclosure

- A space, in which an animal can be accommodated, that is completely bounded by a barrier designed and constructed to contain the animal.
- The space may be fixed in position or moveable.
- Examples of fixed enclosures are:
 - a building or other fixed structure
 - an area of land surrounded by a fence, embankment, moat or other fixed barrier
 - an area of water contained by an embankment or other fixed barrier.
- Examples of moveable enclosures are:
 - a moveable cage
 - a moveable water tank.

Executive officer of a corporation

- A person who is concerned with, or takes part in, the management of a corporation, whether or not the person is a director, or whether the person's position is given the name of executive officer.

Exhibit an animal

- Generally, exhibiting an animal means displaying the animal to the public, including for commercial, cultural, educational, entertainment or scientific purposes.
- Examples of exhibiting an animal are:
 - displaying an animal in a zoo or wildlife park
 - using an animal in a performance in a circus or magic show
 - allowing public interaction with animals at a petting farm
 - showing an animal as part of an educational wildlife demonstration
 - displaying an animal, for example a bird in a cage, in a part of commercial premises accessible to the public.

Former owner

- The person who owned an exhibited animal or thing immediately before it was seized or forfeited under chapter 6, part 3, division 4 or 6, or transferred under section 206(b) of the [Exhibited Animals Act 2015 \(PDF, 928KB\)](#).

Full-time equivalent employee

- An employee of the applicant who ordinarily works for the applicant for at least 35 hours each week.

Insolvent under administration

- A person who is insolvent under administration under the [Corporations Act 2001 \(Cth\)](#).

Interstate authority

- Interstate authority means a licence, permit or other authority that is issued under a corresponding law to the [Exhibited Animals Act 2015 \(PDF, 928KB\)](#) and is equivalent to an exhibition licence.

Keep

- This includes keeping the animal while it is being moved.

Loss, of a required record

- This includes:
 - the destruction or theft of the record
 - for a record in paper form—damage to the record causing it to be illegible
 - for a record in electronic form—inability to reproduce the record in a legible form.

Occupier, of a place

- For chapter 3, this is the person who, whether or not the owner of the place, is the person who is effectively in day-to-day control of the place, whether or not that control is exercised through an agent or employee.
- Otherwise, it includes:
 - any of the persons, if there is more than 1 person who apparently occupies the place
 - any person at the place who is apparently acting with the authority of a person who apparently occupies the place
 - any person who is an owner of the place, if no-one apparently occupies the place.

Of a place

- This includes at, in or on the place.

Place

- This includes:
 - premises
 - vacant land
 - a place in Queensland waters
 - a place held under more than 1 title or by more than 1 owner
 - the land or water where a building or structure, or a group of buildings or structures, is situated.

Premises

- This includes:
 - a building or other structure
 - a part of a building or other structure
 - a caravan, mobile home or vehicle
 - a cave or tent
 - premises held under more than 1 title or by more than 1 owner.

Private assessment report

- A report about a private assessment, prepared by an accredited person for the holder of an exhibition licence to help the chief executive decide an application to renew or restore the licence. The report must state the information specified in the [Exhibited Animals Act 2015 \(PDF, 928KB\)](#).

Public interaction

- An activity involving an exhibited animal that is carried out by a person, other than a responsible person for the animal, who is close to the animal and not separated from the animal by a barrier. Examples of these activities include:
 - handling, touching or feeding an exhibited animal
 - swimming near an aquatic exhibited animal
 - viewing, filming or photographing an exhibited animal in close proximity to the animal.

Quarantine

- Keeping the exhibited animal isolated from persons or other animals as required by the [Exhibited Animals Act 2015 \(PDF, 928KB\)](#), the [Biosecurity Act 2014 \(PDF, 1.5MB\)](#) or a law of the Commonwealth.

Regular enclosure for a category A animal

- An authorised enclosure of the **type** identified in the exhibition licence as a type of regular enclosure for the animal.

Regular enclosure for a category B or C animal

- An authorised enclosure identified in an exhibition licence as a regular enclosure for the animal.

Regular enclosure site

- A site for a regular enclosure or regular enclosure of a type that is, permanently fixed in position

Required record

A record of information the authority holder has to keep under the *Exhibited Animals Regulations 2016*.

Similar authority

- An authority:
 - under the Nature Conservation Act to use or keep an animal
 or
 - under a corresponding law to the Act that is similar to an exhibition licence or interstate exhibitors permit (however the authority is prescribed).