



The following information is required to be submitted at the time of application for for facility permissions.

Background

1. The Great Barrier Reef Marine Park Regulations 2019 require specific information to be provided with a Marine Parks application before The Great Barrier Reef Marine Park Authority (the Reef Authority) considers the application to be properly made.
2. The following checklists provide the minimum information requirements to be submitted with any application for Marine Park permission. These checklists are not exhaustive and in some cases, the Reef Authority may require further information from the applicant to address specific aspects of the proposal. Please note: information about the applicant (such as ACN if a company, ABN for a trading name, postal address, email address and phone number) is also required when submitting an application.
3. Submitting the required minimum information at the time of application reduces the need for the Reef Authority to seek further information from applicants during the assessment process. This leads to more efficient assessment timeframes.

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Facility - Installation and operation of a mooring – new application

1. Number and type of moorings proposed (e.g. primary, ancillary, northerly, cyclone).	<input type="checkbox"/> Submitted
2. Purpose of the proposed mooring(s) – commercial or non-commercial.	<input type="checkbox"/> Submitted
3. Location of the proposed mooring(s), including: a. ESRI files or GPS coordinates b. PDF map showing the proposed footprint of the mooring, overlaid on a satellite image using the highest resolution imagery possible.	<input type="checkbox"/> Submitted
4. Schematic or design drawing(s) - with a statement from an appropriately experienced person confirming that the mooring can be designed and installed in accordance with the Reef Authority requirements and relevant Australian standards (if applicable).	<input type="checkbox"/> Submitted
5. Evidence of approval from Maritime Safety Queensland (MSQ) for the proposed mooring(s) location. Moorings located in Queensland Coastal Waters require a buoy mooring approval from MSQ. Queensland Coastal Waters is generally defined by a line three nautical miles seaward of coastline or islands (for details visit msq.qld.gov.au).	<input type="checkbox"/> Submitted <input type="checkbox"/> Not applicable
6. For commercial moorings: a description of any values that may be impacted by the proposal (including biodiversity values, Traditional Owner heritage, social values and other heritage values – refer to value assessment guidelines).	<input type="checkbox"/> Submitted <input type="checkbox"/> Not applicable

Facility - Operation of a mooring – continuation application

1. A copy of the schematic or design drawings.	<input type="checkbox"/> Submitted
2. Current compliance certificate issued in the previous 12 months, by an appropriately experienced person (see the Policy on Moorings in the Great Barrier Reef for details), which demonstrates that the mooring(s) is/are in good working order, fit for purpose and complies with permit conditions (The template - moorings compliance certificate should be used).	<input type="checkbox"/> Submitted
3. Photographic evidence or a Statutory Declaration demonstrating that the GM number is clearly visible, legible and located on the mooring buoy.	<input type="checkbox"/> Submitted
4. Copy of a current Maritime Safety Queensland buoy mooring approval (for moorings located in Queensland Coastal Waters). Queensland Coastal Waters is generally defined by a line three nautical miles seaward of coastline or islands (for details visit msq.qld.gov.au).	<input type="checkbox"/> Submitted <input type="checkbox"/> Not applicable
5. GPS coordinates of the mooring.	<input type="checkbox"/> Submitted
6. If mooring has not been installed or is detackled, provide statement as to why and proposed installation or retackle date.	<input type="checkbox"/> Submitted <input type="checkbox"/> Not applicable

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Facility - Installation and operation of a facility (other than moorings) – new application or continuation where works have not commenced in the Marine Parks

1. Name and description of the proposed facility.	<input type="checkbox"/> Submitted
2. Justification – Why do you need to use the Marine Park? What alternatives have been considered, and why have they been ruled out?	<input type="checkbox"/> Submitted
3. Purpose of the proposed facility's use – commercial or non-commercial.	<input type="checkbox"/> Submitted
4. Location of the proposed facility, including: a. ESRI files or GPS coordinates b. PDF map showing the proposed footprint of the facility, overlaid on a satellite image using the highest resolution imagery possible.	<input type="checkbox"/> Submitted
5. Design drawings, which may be: a. For new facilities – i. Schematic drawings, with engineer, naval architect or marine surveyor certification (as relevant for the type of facility) confirming that the facility can be designed and installed to meet the Reef Authority requirements and relevant Australian standards for that type of facility; or ii. Engineer, naval architect or marine surveyor certified design drawings (as relevant for the type of facility) that meet the Reef Authority requirements and relevant Australian standards for that type of facility; or b. For existing but unpermitted facilities – i. Final record drawings (as-built) certified by an engineer, naval architect or marine surveyor (as relevant for the type of facility) that accurately reflect the as-built facility and that the facility has been installed in accordance with the Reef Authority requirements and relevant Australian standards for that type of facility. c. If applying for a 20 year permit: i. Details about the nominated design life of the facility once installed, including any refurbishment that will be likely during the life of the permit. This should be provided in consultation with an engineer, naval architect or marine surveyor as relevant for the type of facility ii. Decommissioning and removal plan.	<input type="checkbox"/> Submitted
6. Consideration of whether the proposal is likely to impact Matters of National Environmental Significance protected under the <i>EPBC Act 1999</i> . See the Australian Government's Significant Impact Guidelines 1.1 - Matters of National Environmental Significance for more information.	<input type="checkbox"/> Submitted
7. If required, a draft Environmental Management Plan, including: a. Description of physical site characteristics including water depths, type of substrate, physical conditions (wave, wind, currents) b. Evaluation of the biodiversity values of the site and location, including habitat types, species present and how these species use the site (feeding, reproduction, rest, transit) c. Evaluation of social values of the location, including site characteristics such as other facilities and uses (both recreational and commercial) within 1km of the proposed location d. Evaluation of the historic heritage values of the site and location e. Evaluation of Traditional Owner heritage values associated with the site and location f. Construction and installation schedule - proposed timeframes of the project, including relevant seasonal considerations g. Description of the methods to be used in transporting materials, installing the facility, controlling debris, and disposing of wastes	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted

CAUTION: Only the electronic copy of a document sourced from either GBRMPA's internal [Master Document List](#) or external [eLibrary](#) is controlled. Check the revision number of printed copies against these lists to verify currency.

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<p>h. Description of the activities proposed to take place on or around the facility once operational, including any ancillary equipment or vessels that will be stored at the facility</p> <p>i. Inspection and maintenance schedule including description of how (logistically) the facility will be serviced</p> <p>j. The values of the Marine Park potentially affected, the risks posed to the values and how the risks will be avoided, mitigated or offset to achieve no net loss of the Marine Park values</p> <p>k. Details of any proposed monitoring programs (including background monitoring, operational monitoring and long-term monitoring).</p> <p><i>Note: the Assessment Guidelines provide information on the types of facilities that may require an EMP.</i></p>	
<p>8. Salvage quotes (minimum of two quotes) for the decommissioning and removal of the facility, including cost of disposal on land.</p>	<input type="checkbox"/> Submitted
<p>9. For facilities proposing to conduct fuel transfer: a copy of the Shipboard Marine Pollution Emergency Plan/Shipboard Oil Pollution Emergency Plan and Marine Pollution Contingency Plan (if relevant) as required through the Australian Maritime Safety Authority (AMSA) for informational purposes only.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not applicable

Facility - Operation of a facility (other than moorings) – continuation application

<p>1. Confirmation that the purpose of, and activities associated with, the facility remain unchanged (e.g. commercial or non-commercial use, vessel size, number of visitors, type of activity).</p>	<input type="checkbox"/> Submitted
<p>2. Any reports required under the previous permit that have been conducted in the previous 12 month period – (such as environmental monitoring, water quality reporting, discharge load limit records).</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable
<p>3. Inspection and maintenance report, certified by an engineer, naval architect or marine surveyor (as relevant for the type of facility) – which certifies as a minimum that the facility is:</p> <ul style="list-style-type: none"> i. in good working order ii. fit for purpose iii. installed as per the approved design drawings, and iv. compliant with the permit conditions. <p>b. Brief summary of any structural/major maintenance works conducted on the facility during the previous five years.</p> <p>c. Any maintenance that the permission holder or an inspector has identified as requiring action in the next five years.</p> <p>d. Photographs or video footage of any damage that is present on the facility which has been identified in subparagraph (c) as requiring action within the next 5 years.</p>	<input type="checkbox"/> Submitted
<p>4. Updated or new Environmental Management Plan, including:</p> <ul style="list-style-type: none"> a. Brief summary of any major incidents or significant events that occurred at the facility during the previous permit term (vessel collision, leak, cyclone, hospitalisation, etc.) b. Conclusions of internal review or external audit of each incident/event and proposed changes to operational procedures as a result (if any) c. Description of any proposed changes to the permitted activities, ancillary equipment or vessels, facility design or environmental monitoring. 	<input type="checkbox"/> Submitted
<p>5. If applying for a 20 year permit (or permit term greater than 8 years, that meets the remaining design life of the facility):</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable

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<p>a. Certified remaining design life of the facility and its current age – as determined by an engineer, naval architect or marine surveyor (relevant to the type of facility)</p> <p>b. Decommissioning and removal plan.</p>	
<p>6. Salvage quotes (minimum of two quotes) for the decommissioning and removal of the facility, including cost of disposal on land.</p>	<input type="checkbox"/> Submitted
<p>7. Design drawings if not previously provided under existing permit.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not applicable
<p>8. For facilities proposing to conduct fuel transfer: a copy of the Shipboard Marine Pollution Emergency Plan/Shipboard Oil Pollution Emergency Plan and Marine Pollution Contingency Plan (if relevant) as required through the Australian Maritime Safety Authority (AMSA) for informational purposes only.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not applicable
<p>Facilities that are not yet fully constructed</p>	
<p>9. Information required by items 1, 2, 4, 5 and 6 above.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable
<p>10. Explanation of why the facility is not yet fully constructed, including: a. construction schedule or timeline for making the facility operational.</p>	<input type="checkbox"/> Submitted
<p>11. Inspection and maintenance report, certified by an engineer, naval architect or marine surveyor (as relevant for the type of facility) – which as a minimum: a. Certifies that the installed components of the facility are: i. in good working order ii. not posing an imminent threat to the environment or safety iii. installed as per the approved design drawings. b. Provides a brief summary of the additional construction required in order to make the facility operational.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted
<p>12. Photographs or video footage of the facility in its currently installed state.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted
<p>Facilities that are fully constructed but not operational</p>	
<p>13. Information required by items 1, 2, 4, 5 and 6 above.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted <input type="checkbox"/> Not applicable
<p>14. Inspection and maintenance report, certified by an engineer, naval architect or marine surveyor (as relevant for the type of facility) – which as a minimum: a. states the facility does not pose an imminent threat to the environment or safety b. describes any maintenance or repairs that are required in the next 12 months c. specifies any modifications or defects of the facility which do not conform with the approved design drawings d. estimates the cost of returning the facility to operational condition, including any upgrading to modern codes or standards a. Provides a brief summary of all maintenance conducted on the facility during the previous 5 years.</p>	<input type="checkbox"/> Submitted <input type="checkbox"/> Not submitted
<p>15. Explanation of: a. why the facility is not currently operational b. the period of time that the facility has been non-operational c. future intentions for the facility, including planned timeline for making the facility operational, or d. a decommissioning and removal plan.</p>	<input type="checkbox"/> Submitted

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16. Photographs or video footage of the facility taken within the past 12 months, showing multiple angles, both above and below water, with notes explaining what each photograph/video segment shows.

Submitted