



Application for registration as an environmental auditor (EPBC Act 1999)

Section A: General information

Purpose of this form

This form is for individuals applying to the National Environmental Protection Agency (National EPA) to become registered as an environmental auditor under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

We will assess your application to determine if you meet the requirements to be registered. Approved auditors will be listed on the Register of Auditors on our website and may be contacted to conduct directed environmental audits or compliance audits under the EPBC Act 1999.

Before applying

Please read about the EPBC Act and the auditor application process:

- National EPA website: www.nationalepa.gov.au

How to apply

Please ensure you complete all sections of this form. Once completed, email or post the form and supporting attachments to:

- National EPA email address: audit@nationalepa.gov.au
- National EPA mailing address: GPO Box 3090, ACT 2601

We will assess the information provided in this form and will notify you of the outcome. The name and contact details of registered auditors will be published on the National EPA website.

For further information, you can contact the National EPA via the website or email address above, or contact our general enquiry line via 1800 976 422.

Fees

No fees are currently applicable to apply to become a Registered Auditor. Following 1 July 2027, fees and charges may apply for new registrations or renewals.



Privacy notice

Personal information means information or an opinion about an identified individual, or an individual who is reasonably identifiable, whether the information or opinion is true or not and whether the information or opinion is recorded in a material form or not.

Sensitive information is a subset of personal information and includes any information or opinion about an individual's racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates.

By completing and submitting this application form you consent to the collection of all personal information, including sensitive information, contained in this form.

The National Environmental Protection Agency (agency) collects your personal information (as defined by the *Privacy Act 1988 (Cth)*) in relation to this form for the purposes of assessing your application and suitability to be registered as an auditor under the *Environment Protection and Biodiversity Conservation Act 1999* and related purposes. If you fail to provide some or all of the personal information requested in this form, the agency may be unable to process your application.

The agency may disclose your personal information to other Australian government agencies, persons or organisations where necessary for the above purposes, provided the disclosure is consistent with relevant laws, in particular the *Privacy Act 1988 (Cth)*. Your personal information will be used and stored in accordance with the Australian Privacy Principles. **If the National Environmental Protection Agency determines you are suitable to be registered as an auditor, your name, organisation and contact details will be published on the National EPA's website.**

See the agency's [Privacy Policy](#) to learn more about accessing or correcting personal information or making a complaint. Alternatively, email the agency at privacy@nationalepa.gov.au.



Section B: Applicant details

*Denotes mandatory fields

1. Personal details	
Please provide your personal and company details.	
First name*	Click or tap here to enter text.
Surname*	Click or tap here to enter text.
Middle name	Click or tap here to enter text.
Date of birth*	Click or tap here to enter text.
Home address*	Click or tap here to enter text.
Home phone	Click or tap here to enter text.
Mobile phone*	Click or tap here to enter text.
Email*	Click or tap here to enter text.
Company details	
Company/business name*	Click or tap here to enter text.
ABN (if applicable)	Click or tap here to enter text.
Company address*	Click or tap here to enter text.
Company email*	Click or tap here to enter text.
Company phone*	Click or tap here to enter text.



2. Registration category

Please select the relevant category

- ☐ New auditor registration
- ☐ Registration renewal

3. Scope of services

Indicate the regions where you offer audit services

- | | | |
|-----------------------------------|------------------------------|------------------------------|
| ☐ National | ☐ ACT | ☐ NSW |
| ☐ NT | ☐ QLD | ☐ SA |
| ☐ TAS | ☐ VIC | ☐ WA |

Comments:

Click or tap here to enter text.

Please indicate if you specialise your audit services to certain project types/industries etc:

Click or tap here to enter text.

4. Registration under other legislation

Provide details of auditor registration under other environmental legislation

Are you registered as an auditor under Commonwealth, State or Territory environmental legislation? If yes, please provide details:

- ☐ Yes
- ☐ No

Click or tap here to enter text.



5. Qualifications and experience

Please provide details of your relevant qualifications and experience

List your relevant qualifications	<p><i>Include the qualification name, institution and date obtained</i></p> <p>Click or tap here to enter text.</p>
Have you conducted an audit of compliance against EPBC conditions of approval previously?	<p>☐ Yes</p> <p>☐ No</p> <p>Click or tap here to enter text.</p>
Please outline your experience as an environmental auditor (in the last 5 years)	<p><i>Include your role, key projects audited, scope of audits (legislation/standards) and key dates</i></p> <p>Click or tap here to enter text.</p>
Please provide details of any professional licences, accreditations, certifications or other registrations you hold as an auditor	<p><i>Include type, institution/organisation, date obtained and expiry date</i></p> <p>Click or tap here to enter text.</p>



Australian Government
**National Environmental
Protection Agency**

Are you covered by adequate professional indemnity insurance to cover any liabilities that could occur as a result of conducting audits?	☐ Yes ☐ No Please provide details and attach evidence. Click or tap here to enter text.
Have you previously been suspended or deregistered as an environmental auditor in any jurisdiction?	☐ Yes ☐ No Click or tap here to enter text.
Have you ever been convicted of an offence, or been ordered to pay a pecuniary penalty for a contravention of a civil penalty provision, against a Commonwealth, State or Territory law involving fraud or dishonesty?	☐ Yes ☐ No Click or tap here to enter text.
Are you subject to any current or pending investigations or disciplinary action from a professional body?	☐ Yes ☐ No Click or tap here to enter text.



6. Supporting material/evidence

Please list and attach relevant supporting material

List any supporting documents or evidence you wish to attach to this application

Please include a copy of your current CV/resume

Click or tap here to enter text.

Any other comments:

7. Independence and conflict of interest declaration

Please complete and sign the declarations below

Are you aware of any circumstances that could impact on your independence or objectivity as an auditor?

☐ Yes

☐ No

Click or tap here to enter text.



Complete and sign the declaration below:

I, [\[insert your name here\]](#), of [\[insert name of organisation and full address\]](#) declare that to the best of my knowledge and belief, I and my organisation do not have any conflicting or competing interests that would impact on my ability to conduct objective audits under the EPBC Act 1999.

I shall notify the National EPA within seven days of any change in these circumstances or any other change that may affect my independent status. I shall at all times observe any professional code of conduct and/or ethics applicable to undertaking audits (i.e. as prescribed by the agency with which I hold accreditation/membership). I take full responsibility for any factual inaccuracy or mistake made in giving this declaration, particularly to the extent that others rely upon the truth of this declaration. I acknowledge that the National EPA may request further information to verify my independence at any time, and if necessary, the CEO of the National EPA may suspend or revoke my registration.

In making this declaration, I am aware that section 491 of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) makes it an offence in certain circumstances to knowingly provide false or misleading information or documents to specified persons who are known to be performing a duty or carrying out a function under the EPBC Act or the regulations. The offence is punishable on conviction by imprisonment for not more than 1 year, a fine not more than 60 penalty units, or both.

Applicant declaration

This declaration must be signed.

By signing this form, you declare that the information provided is true and correct

Name:

Signature:

Date: