

“Approved Arrangements” “Fit and Proper Person” Induction Form



HSE-PRO-009b

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This form is to be completed under guidance of James Cook University's Health, Safety and Environment Policy and Procedures which can be viewed via <https://www.jcu.edu.au/policy/health-safety-and-environment>.

Inductee Name : (Full Name)	
Division:	
College:	

Questions:	Yes	No
Have you, or any of the associates* relevant to the operation of the proposed arrangement, been convicted of an offence against, or ordered to pay a pecuniary penalty under, any of the following Acts: a) <i>Biosecurity Act 2015</i> b) <i>Quarantine Act 1908</i> c) <i>Customs Act 1901</i> d) the <i>Criminal Code or the Crimes Act 1914</i> , to the extent that it relates to any Act referred to in this paragraph. Note: Do not include any convictions older than 10 years if: • not sentenced to imprisonment, or • sentenced to imprisonment of no more than 30 months.		
Details If Yes:		
Is there a debt that is due and payable by you, or any of the associates* relevant to the operation of the proposed arrangement, to the Commonwealth under: a) <i>Biosecurity Act 2015</i> b) <i>Quarantine Act 1908</i> c) <i>Customs Act 1901</i>		
Details If Yes:		
Have you, or any of the associates* relevant to the operation of the proposed arrangement, had a permit, approval, arrangement or licence refused under: a) <i>Biosecurity Act 2015</i> b) <i>Quarantine Act 1908</i> c) <i>Customs Act 1901</i> .		
Details If Yes:		
Have you, or any of the associates* relevant to the operation of the proposed arrangement, had a permit, compliance agreement, approval, arrangement or licence suspended, revoked or cancelled in part or in full under: a) <i>Biosecurity Act 2015</i> b) <i>Quarantine Act 1908</i> c) <i>Customs Act 1901</i> . Note: Do not include any decision to vary, suspend, revoke or cancel that was set aside on review.		
Details If Yes:		
Are there any other matters relevant to whether you are a fit and proper person to carry out biosecurity activities to manage biosecurity risk?		

N.B. *the definition of “associates” can be found at <http://www.agriculture.gov.au/import/arrival/arrangements/fit-proper-person>

Declaration

I, declare my responses are true and correct. If my circumstances change, and any of my responses to any of the questions change to “yes” I will inform the responsible person for the Approved Arrangement.

Dated __ / __ / __

Please submit signed form

If the Inductee answers “Yes” to any of the questions a review will be required before access is allowed to Quarantine Material or an Approved Arrangement.