



Water Act 2000

Water Bore Drillers' Licensing Handbook

How the system applies to Queensland's
groundwater reserves and what is needed to
obtain or upgrade a licence

September 2006



Queensland the Smart State



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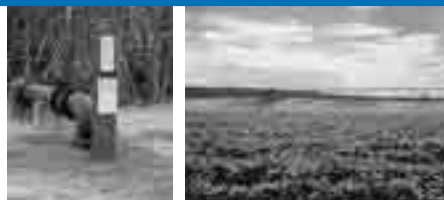
Introduction

Queensland is part of a national licensing system for water bore drillers that aims to protect groundwater resources while making it easier for drillers to move from state to state.

The licensing arrangements of the *Water Act 2000* (Qld) achieve this by ensuring that all water bore drillers are properly skilled and that their work meets minimum standards.

As the licensing system is based on the national system, Queensland drillers should find it relatively easy to obtain licences to work in other parts of Australia.

The Department of Natural Resources, Mines and Water (NRMW), as the licensing authority, has produced this handbook to explain how the Queensland system works; how it applies to different types of water bores; and what skills, qualifications and experience drillers need to obtain or upgrade licences.



Departmental roles

The Water Act provides a framework for the sustainable allocation and management of Queensland's water resources. It empowers NRMW to authorise water bores and license water bore drillers.

The department is responsible for:

- ensuring that only those drillers who meet the required standard are licensed
- monitoring drillers' work to check that they continue to meet this standard.

The Water Act also separates the right to take groundwater from the right to construct works such as water bores. It deals with the right to take groundwater, while the *Integrated Planning Act 1997* deals with the right to construct works.

The right to take groundwater is either established in legislation or granted under a 'licence' or 'water allocation'. A 'development permit', which can contain construction specifications, will also often be required before a water bore can be sunk.

The Environmental Protection Agency (EPA) is not involved with the licensing of water bore drillers. The *Environmental Protection Act 1994* sets out the general environmental duty of all people to take reasonable and practicable measures to prevent or minimise the environmental harm resulting from their actions. This general environmental duty applies to all drilling activities.

As well as being aware of this duty, drillers should understand that the EPA may impose specific requirements on drilling activities through development permit conditions, environmental authorities or environmental protection orders in some situations.

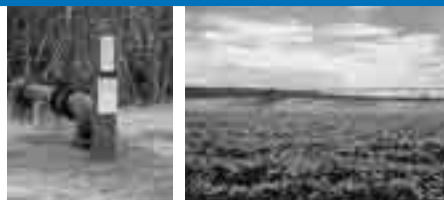


Introduction

How drillers are consulted by NRMW

The drilling industry is represented by the Queensland chapter of the Australian Drilling Industry Association (ADIA) through its representatives on the Drillers Licensing Review Committee (DLRC), which is chaired by NRMW.

The committee's chief role is to provide NRMW with advice and recommendations on driller licensing matters and water bore construction standards.



Who must have a water bore drillers licence?

In Queensland, all water bores deeper than six metres, including monitoring bores, must be constructed by, or under the supervision of, a licensed water bore driller who has the correct endorsements on their licence for the type of activity being performed.

This means that a suitably licensed driller needs to be on the drilling site while the work is being undertaken. It is acceptable for the licensed driller to take a break from the drilling work and allow an unlicensed, but supervised driller, to continue with the work. However, in this case the licensed driller must be available to direct or else take over the work, should it be required.

It is acceptable for the licensed driller to be away from the rig (for example, in an on-site caravan), as long as they are on the drill site and available to provide direction or take over the work, if and when required.

The licensed driller remains responsible for the work at all times—even though they might not be actually pulling the levers on the rig—and need to be on site while the drilling activities are happening.

Drilling activities that must be performed or supervised by a licensed water bore driller include:

- drilling, deepening, enlarging or casing a water bore
- removing, replacing, altering, or repairing the casing, lining or screen of a water bore
- decommissioning an abandoned water bore.



Who must have a water bore drillers licence?

Petroleum, gas, geothermal, and mineral exploration drillers

Mineral exploration bores, including those drilled solely for the purpose of 'one-off' sampling of underground water, and geothermal, gas and petroleum wells, do not need to be constructed by drillers licensed under the Water Act. This is provided these bores are not constructed as either water bores or monitoring bores. Such drilling is regulated under other legislation such as the *Environmental Protection Act 1994*, *Geothermal Exploration Act 2004*, *Petroleum and Gas (Production and Safety) Act 2004* or the *Petroleum Act 1923*.

Bores constructed for the mining of salt from underground water sources must be constructed by licensed water bore drillers, as these are water bores under the Water Act.

Petroleum and gas drillers need to be specifically aware that only water bore drillers licensed under the Water Act are allowed to construct water observation bores or water supply bores authorised under Queensland petroleum and gas legislation.

Mineral exploration bores, petroleum and gas wells and geothermal wells cannot be converted to permanent monitoring, observation or water supply bores unless this work is done by, or supervised by, a licensed water bore driller.

Drillers operating on petroleum, geothermal or mining tenements should find out from their employer, the EPA (07 3227 8185) or the Mining and Petroleum Inspectorate of NRMW (07 3235 4162), about the relevant requirements for exploration, petroleum, gas or geothermal drilling, before proceeding with any such work.



Who must have a water bore drillers licence?

Geotechnical and contaminated site drillers

Geotechnical and contaminated site drillers need only be licensed if they are constructing water bores (including cased groundwater monitoring bores) deeper than six metres.

Contaminated site drillers also need to be aware that a site management plan under the *Environmental Protection Act 1994* may apply to drilling at a contaminated site.

Interstate drillers

Interstate licensed drillers cannot work in Queensland as water bore drillers unless they have a Queensland water bore drillers licence. However, they will generally be regarded as holding the necessary qualification and experience to apply for an equivalent Queensland licence.

Some state licensing systems do not assess applicants in the same way as the Queensland system. Therefore some interstate drillers will need to undertake an interview and supply copies of drill logs from bores they have previously drilled, before their interstate licence can be assessed and accepted as equivalent to a Queensland licence. This will only occur if the interstate licensee was not interviewed or required to supply copies of drill logs during the application process for their interstate licence.

If an interstate licence equivalent to that being sought is not held, or if restrictions apply to a driller's home-state licence, the driller will need to obtain the necessary qualifications and experience before applying for a Queensland licence.



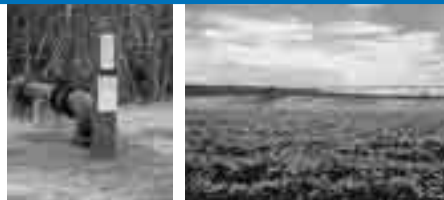
Register of licensed water bore drillers in Queensland

NRMW maintains a public register containing details about licensed water bore drillers. This makes it easier for members of the public to contact a licensed driller in their area.

In accordance with its obligations under the Queensland Government's Information Standard 42, Information Privacy (IS42), NRMW seeks the consent of drillers before disclosing their details on the register. Not all give their consent; therefore the register does not contain the names of all the licensed drillers in Queensland.

New applicants are asked to give their consent for their names to be added to the register at the time of their application. Drillers do not have to be on the register in order to be licensed.

An extract from the public register can be found on NRMW's website at <http://www.nrm.qld.gov.au/water/bores.html>. This is updated annually. The public can obtain more recent information about the drillers on the public register by contacting the department.



Overview of drillers licensing system

The system comprises three classes of licence backed by drilling method endorsements. The licence classes match the skills required to work in different types of aquifer, while the five types of endorsement reflect different drilling and construction methods.

All licences are subject to a set of standard conditions, while some licensees have further restrictions placed on their licences, depending on their skills and qualifications. The licence classes, endorsements, and conditions are explained later in this handbook.

Before applying for a licence, drillers must obtain the relevant qualifications or skills listed in this handbook.

Classes of drillers licences

Class 1

This class of licence permits work in non-flowing (subartesian) single aquifer systems. Class 1 drillers are not allowed to drill through the upper aquifer formation to tap deeper formations. The skills required relate mainly to protecting aquifers from surface contamination by grout sealing the casing-borehole annulus at the surface.

Class 2

In addition to Class 1 work, a Class 2 licence permits work in non-flowing (subartesian) multiple aquifer systems. Class 2 drillers are allowed to drill through the upper aquifer formation to tap deeper subartesian formations. Drillers working in multiple aquifer systems require extensive knowledge and skill to prevent inter-aquifer cross-flow within water bores, which, if not prevented, could result in aquifer contamination or depletion.



Overview of drillers licensing system

Class 3

In addition to Class 2 work, a Class 3 licence permits work in flowing (artesian) aquifer systems. Drillers working in artesian aquifers require a higher level of knowledge and skill than Class 2 drillers, because they need to construct water bores in ways that allow them to control hydrostatic pressures and undertake deeper pressure cementing.

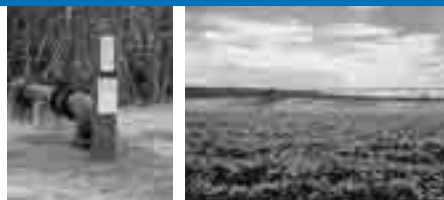
What happens if a driller mistakenly drills into an aquifer they aren't licensed for?

Drillers who unintentionally drill into an aquifer system for which they are not licensed (for example, a Class 2 driller who encounters an artesian aquifer by mistake) must contact NRMW as soon as it is practical to do so, for instructions on how to proceed by either constructing or decommissioning the hole. Provided drillers act reasonably and contact the department in a timely fashion, there should be no cause for action to be taken against the licensed driller.

Drilling method endorsements

Water bore driller licences are endorsed for one or more of five methods:

- **cable tool**—permits use of cable tool or cable percussion techniques
- **auger**—permits use of bucket, hollow-stem or solid-stem auger techniques
- **rotary air**—permits use of pneumatic rotary drilling techniques including down-hole hammers
- **rotary mud**—permits use of water or water-based hydraulic rotary drilling techniques.
- **non-drilling rig**—permits use of non-drilling rig methods such as spear point construction and the construction of water wells.



Conditions of water bore drillers licences

All Queensland water bore drillers must comply with certain standards and requirements in order to retain their licences. These are discussed in further detail below.

Minimum construction requirements for water bores in Australia

All water bores drilled in Queensland must be constructed to meet the standards contained in the most recent edition of the *Minimum construction requirements for water bores in Australia*. The document is available from departmental offices or on the web at www.nrm.qld.gov.au/water/bores.html.

Minimum standards for the construction and reconditioning of water bores that intersect the sediments of artesian basins in Queensland

Work on artesian and subartesian bores that intersect the sediments of artesian basins must be carried out to meet the standards contained in *Minimum standards for the construction and reconditioning of water bores that intersect sediments of artesian basins in Queensland*. This standard applies in the Great Artesian Basin of Queensland, including the following areas:

- the Carpentaria Basin
- the Clarence–Moreton Basin
- the Eromanga Basin
- the Karumba Basin
- the Laura Basin
- the Mimosa Syncline
- the Mulgildie Basin
- the Surat Basin.

The standard and maps showing the parts of Queensland to which it applies are available from departmental offices or on the web at www.nrm.qld.gov.au/water/bores.html.



Overview of drillers licensing system

Drillers need to be aware that the drilling requirements for bores that intersect the sediments of artesian basins are different from the requirements for other bores, where the more general *Minimum construction requirements for water bores in Australia* applies.

Drillers can confirm which construction standard applies to the particular bore they intend drilling by contacting their local NRMW office, and supplying details of the bore, and the lot and plan details of the land on which they will be drilling.

Development permits

If a development permit is required for a water bore, the driller must sight the permit before starting work on the bore, and construct the bore in accordance with the conditions of the permit. This is a condition of all Queensland water bore driller licences.

It is the landholder's responsibility to obtain a development permit and any necessary water licence before drilling work commences.

The following types of water bores require a development permit in Queensland:

- all artesian water bores
- those subartesian water bores declared to be assessable development in a water resource plan or subartesian area defined in the Water Regulation 2002.

Details about which subartesian bores need a development permit are available from NRMW offices (see page 28 for list of offices).

Self-assessment codes for water bores

Those subartesian water bores declared to be self-assessable in a water resource plan or subartesian area defined in the Water Regulation 2002 must be constructed according to the relevant self-assessment code. This is a condition of all Queensland water bore driller licences.



Self-assessable water bores do not require a development permit, but do need to be constructed according to the self-assessment code. The landholder is principally responsible for complying with the self-assessment code and for employing a suitably licensed driller.

Details about which bores are self-assessable, and copies of the relevant self-assessment codes for water bores are available from NRMW offices (see page 28 for list of offices).

Drill logs

Drillers must supply the department with a completed drilling log on the approved form within 30 business days of completion of the drilling. Drill log books are available from NRMW offices (see page 28 for list of offices).

Screen and gravel pack course requirement

It is not mandatory to complete an approved screen and gravel pack course. However, if an applicant has not successfully completed such a course, the licence will be restricted to exclude this activity.

Other licence restrictions

Other restrictions can be placed on individual licences where an applicant is considered unqualified to hold an unrestricted licence. For example, a licence might restrict drilling to certain areas and to certain types of bore.

Class 1 drillers are initially restricted to constructing bores of no greater than 150 mm internal diameter, but this restriction can be removed from the licence once the applicant has constructed 10 bores as a licensed driller. Class 1 drillers must apply for this restriction to be removed.



Overview of drillers licensing system

Upgrade or amendment of licences

A licensed driller may apply to upgrade a licence to a higher class, or to amend a licence to have a restriction removed or an additional drilling method endorsed. An upgraded or amended licence will have effect until the expiry of the original licence.

Period of licence

New licences are issued for five years and may be renewed for five years.

Fees

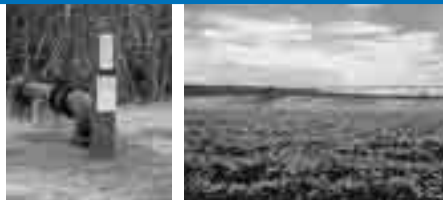
Drillers licensing fees are reviewed and subject to change each year. For current information on drillers licence fees, refer to the most recent version of the Water Regulation 2002, or contact the drillers licensing office in Mareeba. Contact details are provided at the end of this handbook.

Drillers licensing offences under the Water Act

The Water Act sets out a number of specific drillers licensing offences and the maximum penalties that can be imposed. These penalties can only be imposed by a court (not by NRMW). Penalties set out in the Water Act are described in terms of penalty units, which are defined in the Penalties and Sentences Act 1992. The value of a penalty unit in December 2005 was \$75 but this may change if legislation is amended.

The major water bore drilling offences (max 500 penalty units) include:

- drilling, deepening, enlarging, or casing a water bore deeper than six metres without a water bore drillers licence
- removing, replacing, altering, or repairing the casing, lining or screen of a water bore deeper than six metres without a water bore drillers licence
- decommissioning a water bore deeper than six metres without a water bore drillers licence



- contravening a condition of a water bore drillers licence. The conditions of a water bore drillers licence are explained in this handbook, and include doing work in accordance with relevant water bore construction standards
- undertaking water bore drilling work of a class, or requiring an endorsement, without an appropriate licence
- advertising in relation to water bore drilling work in a false or misleading way
- advertising a willingness to undertake water bore drilling work without an appropriate licence.

Other water bore drilling offences (max 50 penalty units) include:

- a licensed water bore driller failing to produce their licence for the inspection of an authorised officer
- failing to return a cancelled, suspended, or expired water bore drillers licence to NRMW
- failing to keep a drill log of drilling activities
- failing to send NRMW a copy of the drill log within 30 business days of completing the water bore.

Amendment of water bore driller licences by NRMW

The Water Act sets out processes by which NRMW can, under certain circumstances, make changes to water bore driller licences, without the consent of the licensee. These processes follow the principles of natural justice. Before a change can take place, the licence holder is given notice of the proposed change to their licence and the opportunity to argue their case against it in a written submission.

NRMW must then consider the matters raised by the licensee in any properly made submission concerning the proposed change and either inform the licensee (via an information notice) of any change to their licence or confirm that the proposed change to the licence has not occurred.



Overview of drillers licensing system

Any licensed water bore driller receiving an information notice under the Water Act from NRMW is able to appeal the department's decision in the Magistrates Court.

The situations in which the Water Act allows NRMW to amend, suspend or cancel water bore driller licenses include:

- The licence can be amended if NRMW is satisfied a licence holder is no longer competent to carry out the water bore drilling activities for which they are licensed.
- The licence can be suspended (for a set period—after which time it must be reinstated) if the licence holder has:
 - been convicted of an offence against the Water Act or similar interstate law
 - carried out water bore drilling activities not permitted under the class of licence they hold
 - failed to comply with the conditions of a licence. The conditions of a water bore drillers licence are explained further in this handbook, and include the need to construct bores according to standards
 - failed to supply NRMW with a drill log for a water bore within 30 business days of completing a water bore.
- The licence can be cancelled (without future reinstatement) if:
 - the licence was issued in error or as a result of a false or misleading declaration or representation
 - the licence holder:
 - has been convicted of an offence against the Water Act or similar interstate law
 - carried out water bore drilling activities not permitted under the licence
 - has failed to comply with the conditions of a licence. The conditions of a water bore drillers licence are explained further in this handbook, and include the need to construct bores according to standards.



Overview of licensee skills

This section provides a broad overview of the skills that a licensed driller will hold.

Class 1 skills

A class 1 licensed driller will have the following skills:

- **Workplace health and safety**—knows relevant workplace health and safety requirements for operation of drilling plant and use of bore construction materials.
- **Siting a bore**—understands potential sources of contamination for water bores; can site a bore to prevent contamination and to minimise interference with other bores.
- **Straightness and plumbness of a bore**—sets up a rig and uses appropriate techniques to keep bores within reasonable limits of straightness and plumbness.
- **Drilling**—uses the correct drilling equipment and method for a given task; selects rotation speed and annular velocities for rotary plants and tool selection and plant operation for cable tool rigs.
- **Fishing**—maintains tool string inventories; understands fishing tools and procedures for their use.
- **Formation sampling and description**—collects, describes and labels strata samples and water samples.
- **Bore Design**—designs low-yield bores for domestic use and stock watering purposes in single aquifer systems.
- **Construction**—selects appropriate bore casing with due regard for the limits and uses of different casing types; seats and seals the casing in a bore.



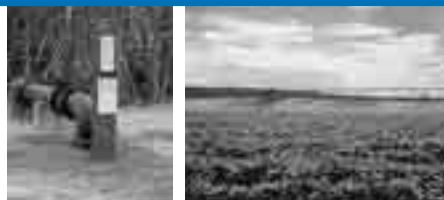
Overview of licensee skills

- **Cementing**—undertakes and understands basic cementing techniques and hole cementing volume calculations.
- **Setting screens and stabilising gravel fill**—selects the appropriate slot size, screen length and diameter; installs screens and places stabilising gravel fill into a bore.
- **Bore development and disinfection procedures**—develops and disinfects bores using basic procedures.
- **Aquifer tests and water sampling**—carries out tests to estimate bore yield; measures static water level and drawdown.
- **Decommissioning**—plans for and selects appropriate materials for decommissioning test holes and abandoned water bores in single aquifer systems.
- **Drill logs**—correctly completes drill log reports.

Class 2 skills

An applicant for a Class 2 licence will have the basic knowledge and skills held by a Class 1 driller and the following skills:

- **Bore design**—designs and constructs bores in multiple aquifer systems, including subartesian bores in artesian sediments, with an emphasis on methods to exclude unsuitable waters from the bore and prevent intermixing of waters from aquifers with different water quality or standing water levels. Knows about the use of inert casing materials.
- **Construction**—selects appropriate bore casing with due regard for the limitations and uses of different casing types. Seats and seals the casing in a bore.
- **Cementing**—understands hole preparation, casing installation and circulation requirements for cementing; able to calculate hole volumes, grout volumes and the specific gravity of grout;



understands the effect of cement additives to grout; able to grout casing and plug selected zones in a bore and correctly complete a bore cementing report for a subartesian bore.

- **Aquifer tests**—measures static water level, drawdown and bore yield; carries out pump tests thereby determining the safe pumping capacity of bores at different drawdown levels.
- **Decommissioning**—selects appropriate materials and method for decommissioning test holes and abandoned water bores in multiple aquifer systems.
- **Drill logs**—correctly completes a drill log report.

Class 3 skills

An applicant for a Class 3 licence will have the basic knowledge and skills held by Class 2 drillers and the following skills:

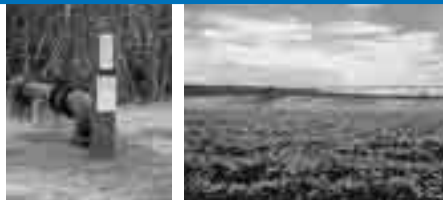
- **Drilling fluids**—understands methods, procedures and calculations required for mixing, measuring and controlling drilling fluids to provide formation stability and artesian fluid pressure control in a borehole.
- **Cementing**—understands methods, procedures and calculations required for pressure-cementing artesian bores; correctly completes a bore cementing report for an artesian bore.
- **Bore design**—understands requirements for drilling bores in artesian aquifer systems; understands requirements for designing bores in artesian sediments and corrosive water areas including the use and cementing of inert plastic and other non-ferrous casing.
- **Aquifer tests**—understands procedures for conducting flow recession and static tests on artesian bores.
- **Decommissioning**—designs and selects appropriate materials and procedures for decommissioning of test holes and abandoned artesian bores.
- **Drill logs**—correctly completes a drill log report.



Qualifications and experience required for a licence

Applicants must have the required qualifications and experience as set out in legislation and described in this handbook, before they apply for a water bore drillers licence. Successful completion of the following courses and examinations can be used to demonstrate that a driller has some of the required qualifications and experience for a licence. Similar courses may be accepted, at the department's discretion. Drillers should check with NRMW before commencing such courses, to ensure their validity for water bore drillers licensing purposes.

- **DICAT course**
Conducted by the Australian Drilling Industry Training Committee (ADITC), this course provides knowledge and skills training for all types of drilling and equipment.
- **Drilling fluids course**
This course, offered by the Australian Drilling Industry Association (ADIA) and the ADITC, deals with the management of drilling fluids: an essential skill for artesian drilling.
- **Screens and gravel packing course**
Conducted by the ADITC and ADIA, this course deals with the skills necessary to design and construct gravel pack bores. It also covers the sieve analysis of formation material, screen selection and bore development.
- **Licence class exams**
The ADITC conducts examinations for all three classes of drillers licences.
- **Drilling method endorsement exams**
The ADITC conducts examinations for all five drilling method endorsements.
- **Other qualifications**
The department may accept other qualifications as equivalent to those listed above.



Options for obtaining a drillers licence

Several combinations of experience and qualifications can support a licence application. Generally, qualifications reduce the need for experience. Options are listed below.

Class 1 licences

Option 1

Drillers must successfully complete:

- the Class 1 exam conducted by the ADITC
- six bores drilled under the supervision of a licensed driller
- 12 months employment operating drilling machinery or using non-drilling rig methods under the supervision of a driller licensed with the appropriate endorsements.

Option 2

Drillers must successfully complete:

- the Class 1 exam conducted by the ADITC
- the DICAT course conducted by the ADITC
- six bores drilled under the supervision of a licensed driller
- six months employment operating drilling machinery or using non-drilling rig methods under the supervision of a driller licensed with the appropriate endorsements.

Option 3

(This involves compulsory on-site assessment of drilling and grouting skills—for entry of non-water bore drillers to the licensing system.)

Drillers must successfully complete:

- the Class 1 exam conducted by the ADITC
- 12 months employment operating drilling machinery or using non-drilling rig methods during which time at least 10 bores or holes intersecting underground water were drilled or dug.



Qualifications and experience required for a licence

Class 1 licence upgrades

Drillers can apply to remove the restriction that limits many Class 1 licensees to a maximum 150 mm ID bore casing size. To substantiate such an application requires the applicant to supply copies of the 10 most recent bores drilled as a licensed driller.

Class 2 licences

Option 1

Drillers must successfully complete:

- the Class 2 exam conducted by the ADITC
- 12 months as a Class 1 driller
- six bores including three Class 2 bores drilled under the supervision of a Class 2 or 3 driller licensed with the appropriate endorsements.

Option 2

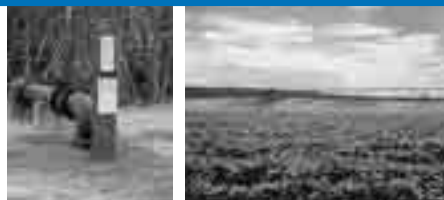
Drillers must successfully complete:

- the Class 2 exam conducted by the ADITC
- 24 months under the supervision of a licensed driller
- 10 bores including three Class 2 bores under the supervision of a Class 2 or 3 driller licensed with the appropriate endorsements.

Option 3

Drillers must successfully complete:

- the Class 2 exam conducted by the ADITC
- the DICAT course conducted by the ADITC
- 18 months under the supervision of a licensed driller
- six bores including three Class 2 bores under the supervision of a Class 2 or 3 driller, licensed with the appropriate endorsements.



Option 4

(This involves compulsory on-site assessment of drilling and grouting skills—for entry of non-water bore drillers to the licensing system.)

Drillers must successfully complete:

- the Class 2 exam conducted by the ADITC
- 24 months employment operating drilling machinery or using non-drilling rig methods during which time at least 10 bores or boreholes intersecting multiple aquifer systems were drilled.

Class 3 licences

Option 1

Drillers must successfully complete:

- the Class 3 exam conducted by the ADITC
- the drilling fluids course conducted by the ADITC or the ADIA
- 24 months as a Class 2 driller or operating drilling machinery under the supervision of a Class 3 driller
- 10 bores including three Class 3 bores under the supervision of a Class 3 driller licensed with the appropriate endorsements.

Option 2

Drillers must successfully complete:

- the Class 3 exam conducted by the ADITC
- the drilling fluids course conducted by the ADITC or the ADIA
- the DICAT course conducted by the ADITC
- 18 months as a Class 2 driller or drilling machine operator under the supervision of a Class 3 driller
- 10 bores including three Class 3 bores under the supervision of a Class 3 driller licensed with the appropriate endorsements.



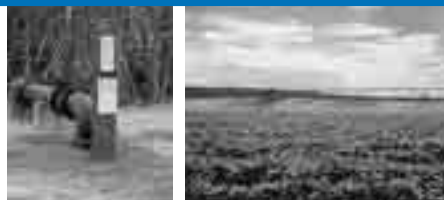
Qualifications and experience required for a licence

Option 3

(This involves compulsory on-site assessment of drilling and grouting skills—for entry of non-water bore drillers to the licensing system.)

Drillers must successfully complete:

- the Class 3 exam conducted by the ADITC
- 36 months employment operating drilling machinery or using non-drilling rig methods during which time at least 10 bores or boreholes intersecting artesian water were drilled.



Application process

For a new licence, upgrade or amendment, applicants must:

1. Obtain the necessary qualification and the necessary experience (as set out in legislation and described in this handbook).
2. Obtain a Water bore drillers licence kit, available from the drillers licensing office in Mareeba, which contains:
 - an application form for a water bore drillers licence
 - a copy of the *Water Act 2000* examination and notes
 - enrolment forms for ADITC examinations
 - a copy of this handbook
 - copies of water bore construction standards
 - an explanation of the required fees and the application process.
3. Complete the ADITC examinations and forward to ADITC for assessment.
4. Lodge an application including the required attachments with the department's drillers licensing office in Mareeba. Attachments to the application must include:
 - a passport-sized photo of the applicant
 - certificates of the courses successfully completed
 - the completed *Water Act 2000* examination
 - copies of the required drill logs completed by the applicant
 - the application fee.

Licence renewal applications

Licensees are responsible for ensuring that licences are current and it is recommended that renewal applications be completed well before licences expire. To renew a licence, the licensee must:

1. complete an Application to Renew a Water Bore Drillers Licence, available from the drillers licensing office in Mareeba
2. lodge the application form and application fee with the drillers licensing office in Mareeba.



Assessment of applications

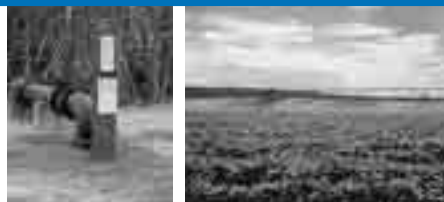
Completed applications and supporting documents will be assessed according to the requirements of the type of licence sought. NRMW may seek advice from the Drillers Licensing Review Committee about the suitability of an applicant for a particular licence when assessing applications.

In addition to the written application, the department may require further information and a departmental officer may also contact the applicant to arrange for further evaluation. This may involve interviews, written tests, on-site assessment of the driller's skills, or other assessments, as explained here.

New licences and licence upgrades

Applicants for new licences or for upgrades to existing licences will be assessed on:

- their performance in the *Water Act 2000* examination
- relevant drill logs from previously drilled bores
- an interview with a departmental officer, which includes a written test, evaluating the applicant's ability to apply drilling knowledge and their understanding of the relevant Queensland legislation
- on-site review of the applicant's skills. This is mandatory in some situations (as outlined earlier in this handbook for non-water bore drillers applying based on their experience outside the water bore drilling sector). In other cases an on-site assessment is only undertaken when the department considers the applicant will be able to demonstrate their skills in a way that has not become evident through the interview and written testing process
- other discretionary information such as a check of previous clients and employers opinions about the applicants work.



Applications from drillers with interstate licences

Interstate drillers applying for equivalent Queensland licences will be assessed on:

- their performance in the *Water Act 2000* examination
- relevant drill logs from previously drilled bores, in those cases where the applicant did not need to supply drill logs to substantiate their application for their interstate licence
- an interview with a departmental officer, which includes a written test, evaluating the applicant's ability to apply drilling knowledge and their understanding of the relevant Queensland legislation, where the applicant did not undertake such an interview when applying for their interstate licence
- other discretionary information such as comments from previous clients and employers about the applicant's work.

Deciding applications

In deciding applications the department will either:

- grant the application in full, in which case the successful applicant will have their new licence posted to them
- grant part of the application, in which case the applicant will have their new licence posted to them with an information notice outlining the department's reasons for refusing part of the application
- refuse the application in full, in which case the applicant will be sent an information notice outlining the department's reasons for refusal.

Applicants who are dissatisfied with an outcome can appeal to the Magistrates Court.



Licensing offices

For further information or clarification, contact one of the offices listed below.

Mareeba office (Head drillers licensing office)

Principal Technical Officer (Drilling)
Department of Natural Resources, Mines and Water
167 Walsh Street
PO Box 156
Mareeba Qld 4880
Phone (07) 4048 4875

NRMW regional drillers licensing offices

Ayr	Little Drysdale Street	(07) 4783 0424
Biloela	State Farm Road	(07) 4992 9151
Brisbane	Cnr Main & Vulture Streets, Woolloongabba	(07) 3224 2386
Bundaberg	Enterprise Street	(07) 4131 5868
Charleville	Hood Street	(07) 4654 4276
Longreach	Landsborough Highway	(07) 4658 4900
Rockhampton	209 Bolsover Street	(07) 4938 4604
Toowoomba	203 Tor Street	(07) 4688 1032
Mackay	22-30 Wood Street	(07) 4967 0871





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