

Queensland Sprayer Registration System

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1 Scope

This document describes the requirements and process for bitumen sprayer registration and the issue of a Queensland Sprayer Certificate. Issuing and management of Queensland Sprayer Certificates is managed through the Queensland Sprayer Registration System (QSRS). Holding a current Queensland Sprayer Certificate is a plant requirement for a bitumen sprayer operating on Department of Transport and Main Roads (department) Works, as detailed in MRTS11 *Sprayed Bituminous Surfacing (Excluding Emulsion)* and MRTS12 *Sprayed Bituminous Emulsion Surfacing*.

2 Queensland Sprayer Certificate

The department will only issue a Queensland Sprayer Certificate to the owner of a bitumen sprayer holding a current Sprayer Calibration / Inspection Certificate issued by a National Association of Testing Authorities (NATA)-accredited inspection service.

2.1 Sprayer Calibration / Inspection Certificate

A Sprayer Calibration / Inspection Certificate must meet the following requirements and confirm the operation of the bitumen sprayer as follows:

- the endorsed certificate is issued by a NATA-accredited inspection service to the owner of the bitumen sprayer within the last 12 months, and
- the bitumen sprayer must be calibrated for each of the test methods given in Table 1 for the maximum spray bar width, including extensions.

Table 1 – Austroads test methods

Requirement	Test Method(s)
General	AG:PT/T530: Calibration of Bitumen Sprayers – General Introduction and List of Methods
Volumetric Calibration	AG:PT/T531: Volumetric Calibration of Bitumen Pumps
Transverse Distribution	AG:PT/T532: Transverse Distribution by Fixed Pit Facility AG:PT/T533: Transverse Distribution by Field Mat , or AG:PT/T534: Transverse Distribution by Portable Trough .
Road Speed Calibration	AG:PT/T535: Road Speed Calibration
Viscosity of Test Fluid ¹	AG:PT/T536: Viscosity of Calibration Fluid

To find a relevant accredited inspection service provider, refer to <https://nata.com.au/find-organisation/> (Entering 'Sprayer' into the keywords column should be sufficient information for a search to display the list of current accredited Sprayer Inspection Service providers across Australia).

2.2 Queensland Sprayer Certificate

The department will issue a Queensland Sprayer Certificate to the owner of the bitumen sprayer where the following conditions are met:

¹ The Inspection body is required to meet this requirement as part of the inspection service. If not done, their inspection certificate will not be accepted.

- the bitumen sprayer owner holds a current Sprayer Calibration/Inspection Certificate meeting the requirements of Clause 2.1
- the calibration / inspection report and any associated supporting data, as supplied by the NATA-accredited inspection service, is submitted to the department with the application for a Queensland Sprayer Certificate, and
- the owner attests on the application form that the sprayer meets the requirements of Austroads document AP-T262 *Performance Requirements for Bitumen Sprayers*.²

The Queensland Sprayer Certificate will be issued based on valid data obtained from the configuration(s) tested by the NATA-accredited inspection service. This includes the specific nozzle types and the spray bar widths used during calibration. Where more than one configuration of spray bar width and nozzle type is included on the calibration / inspection report, test data must be provided to support the information provided on the calibration certificate.

The nozzles used for sprayer calibration must be used on the sprayer for the duration of the certification period. The only exception to this requirement is where individual nozzles are replaced with new nozzles of the same type to address issues that arise during spraying operations such as damage or blockages.

If the sprayer is required to provide both uniform transverse distribution and variable transverse distribution, these configurations must be clearly identified on the certificate.

When sprayers are certified as a variable sprayer, the maximum and minimum spray bar widths for a typical variable spray pattern must be shown on the certificate.

When sprayers are certified for variable patterns, the ratio of maximum spray rate to the design spray rate (for example, 120:100) must be shown on the certificate. If more than one ratio is certified, a full suite of testing is required for each ratio and test data must be provided to support this information on the calibration certificate.

The Queensland Sprayer Certificate will have the same expiry date as the Sprayer Calibration / Inspection Certificate. (Except where an extension is being granted).

Queensland Sprayer Certificates are not transferable. On transfer of sprayer ownership, a new application for a Queensland Sprayer Certificate must be made by the new owner.

Registration of a bitumen sprayer will result in the sprayer being listed on the Registered Suppliers register located on the department's website:

<https://www.tmr.qld.gov.au/business-industry/Business-with-us/Approved-products-and-suppliers/Pavements-materials-and-geotechnical>

² The owner may undertake whatever process they consider suitable to be satisfied they can confirm this requirement. But if the NATA-Accredited Inspection service provider attests that the sprayer meets the requirements of the Austroads document APT262 in addition to supplying the required endorsed inspection services report, the department would consider the owner has sufficient confidence to allow them to indicate the sprayer meets the requirements on the application form.

2.3 Extensions

An extension to the expiry date of a current Queensland Sprayer Certificate may be granted by the department, subject to the following conditions:

- The owner is to provide evidence they have not been able to obtain an inspection of the sprayer within the last month of the current certificate expiring (written confirmation from a NATA-accredited inspection service, that they are unable to conduct the inspection before the expiry date, dated at least 30 days before expiry of the current certificate). The Administrator may waive the 30 day requirement in extenuating circumstances, such as the NATA-accredited inspection service being unable to meet their obligations due to unforeseen circumstances.
- the requested extension is for a period of not more than two months
- a request for an extension is received before the expiry of the current Queensland Sprayer Certificate
- the request also includes confirmation of a booking with a NATA-accredited inspection service for a full calibration to be completed before the end of the requested extension period
- the sprayer owner attests to the sprayer having been maintained as per the manufacturer's recommendations and being in a serviceable condition
- the owner may be requested to provide results of field mat testing, to confirm spray rate and transverse distribution are still under adequate control before an extension is granted. Alternatively, the owner may be required to undertake transverse distribution by field mat testing (conducted by departmental surveillance and audit staff) to confirm spray and transverse distribution on the next departmental project serviced as a condition of the extension, and
- where the department carries out transverse distribution by field mat testing to facilitate an extension, the cost will be borne by the supplier.

2.4 Reissuing Queensland Sprayer Certificates

The department will replace a lost or damaged certificate on request. The department also recognises that management of sprayers sometimes requires movement of operations between states / territories.

As long as ownership of the sprayer has not changed, the department will

- issue certificates for sprayers that have moved into Queensland for the balance of the timeframe of a valid NATA-endorsed sprayer calibration / inspection certificate, and
- issue a replacement certificate for a sprayer returning to Queensland that now has new Queensland vehicle registration.

2.5 Change of Ownership

The department will issue a Queensland Sprayer Certificate to a new owner who has taken delivery of a newly-manufactured sprayer that was initially registered by the sprayer manufacturer, once an application form for registration is submitted.

The department will consider issuing a Queensland Sprayer Certificate to a new owner, based on the previously issued (to the previous owner) NATA-endorsed calibration / inspection certificate, for the remainder of the period the calibration / inspection certificate is valid. The new owner must attest to the sprayer being in good working condition. The department may decide to undertake an audit of a sprayer before issuing a new Queensland Sprayer Certificate. If the sprayer changes ownership more than once, the department will require a new NATA-endorsed calibration / inspection certificate.

3 Applications

Application forms for the issue or extension of a Queensland Sprayer Certificate may be found on the department's website via:

<https://www.tmr.qld.gov.au/business-industry/business-with-us/approved-products-and-suppliers/pavements-materials-and-geotechnical>

Completed forms and supporting information should be emailed to: Qld_Cert@tmr.qld.gov.au. The most current version of the application form only will be accepted.

Or posted to:

Queensland Sprayer Certificate
PO Box 119
Pinkenba QLD 4008

Non urgent applications (no fee) will normally be processed within two to four weeks.

Urgent Applications

A fee (\$200 plus GST) applies for urgent registration applications. These will normally be processed within two working days of application. The department may waive this fee in extenuating circumstances.

Registration is not a guarantee of Work or a guarantee that the department will invite the supplier to offer for Work. Suppliers may tender for Work without holding a current registration, but registration must be held prior to the Contract award to the head Contractor.

Registration is granted to the legal entity that owns the sprayer. If the sprayer changes ownership, or the legal entity's ownership changes, the current registration is void and a new registration application must be made.

4 Performance assessment

4.1 Expectations of the operation of a registered sprayer

The department expects that, for the duration of the registration of a sprayer, the sprayer owner will ensure that:

- the sprayer is maintained and kept in serviceable condition
- the sprayer remains compliant with the requirements of the Austroads test methods listed in Table 1
- the sprayer remains compliant with the requirements of Austroads document AP-T262 *Performance Requirements for Bitumen Sprayers*, and

- the operation of the sprayer on departmental projects complies with the department's specification requirements for operation of bitumen sprayers including, but not limited to, MRTS11 *Sprayed Bituminous Treatments (Excluding Emulsion)*, MRTS 12 *Sprayed Bituminous Emulsion Surfacing* and MRTS 50 *Specific Quality System Requirements*.

These expectations will be the focus of any surveillance and audit activity conducted against this registration system. It is not intended that audit and surveillance activities will mirror or replace the NATA accredited calibration / inspection process.

Surveillance may be undertaken by departmental surveillance staff from Engineering and Technology Branch to assess the performance of any sprayer with a Queensland Sprayer Certificate at any time, even when not supplying spraying services to a departmental project. This would not involve inspection of spraying activities on non-departmental projects, (unless invited to by the sprayer owner, and with the permission from the project), but may involve review of records or inspection in the owners holding yard, a NATA-accredited calibration / inspection service provider's premises or similar 'off project' location.

4.2 Participation in audit and surveillance activity

In order to maintain registration, an owner is required to participate fully in any departmental surveillance activity. This can include:

- access to and review of relevant records and documentation (including but not limited to, spraying records on departmental projects, recent NATA-endorsed sprayer calibration / inspection reports)
- agreement to allow photocopying, photography, including video, in the collection of evidence supporting sprayer performance
- undertaking or allowing field mat testing to check spray rates and transverse distribution
- inspection of plant and equipment, including the use of infrared cameras, to identify and review nozzle blockages, correct spray pattern and so on
- observation of spraying operations, bitumen transfer operations and sampling of bituminous materials at point of loading and point of delivery
- audit of sampling, storage and handling of bitumen samples and sampling procedures, including bitumen sampling being undertaken by a competent person at the required points, and
- audit of relevant project specification requirements relevant to sprayer operations.

4.3 Audit and Surveillance process

Where practical, the department will give 12 hours advance notice of any audit and surveillance and will try to limit impact on operational activities. Departmental surveillance staff will respond immediately to a request from a Contract Administrator for immediate review on ongoing spraying activities. In such instances, no advance notice can be given.

The department will endeavour to hold a close out meeting with the sprayer owner's representative on the day of any surveillance and will follow this, as soon as practicable, with a written report. This report may identify corrective actions that a sprayer owner is required to address within a specified timeframe.

Regardless of whether relevant persons are on Site to allow a close out meeting at the end of the audit, a summary of issues will be provided to the person on Site or emailed to the owner's listed representative.

Timely close-out of issues raised during an audit, is a key element of surveillance participation and failure to provide for close out within agreed timeframes, may result in withdrawal of a Queensland Sprayer Certificate. Reasonable requests for extensions of time will be given if the agreed timeframe proves inadequate.

The department will provide a report to the sprayer owner and copies of the report to the Contractor(s) of departmental projects the sprayer is servicing, the Contract Administrator and other relevant departmental registration system managers.

Report findings should be addressed, in the first instance, with the surveillance team leader. If a resolution cannot be agreed, an appeal may be lodged (refer to Appeals Section at Clause 7).

Issues or conditions relating to the Queensland Sprayer Certificate will be managed within the Queensland Sprayer registration system separately from any action or agreement reached under the relevant construction Contract.

A Contract Administrator, Contractor or other departmental registration system manager, may take action separately from the Queensland Sprayer Registration system.

5 Withdrawals of Queensland Sprayer Certificates

A Queensland Sprayer Certificate may be voluntarily withdrawn / suspended by a sprayer owner at any time, or it may be withdrawn by the department, if in the department's opinion:

- the sprayer is no longer capable of performing as required
- poor operational performance or repetitive non-compliance with departmental specification requirements governing sprayer use
- the sprayer is found to not conform with *AP-T262 Performance Requirements for Bitumen Sprayers* in a manner that the department believes affects the integrity of the service provided, and
- failure to satisfactorily:
 - participate in departmental surveillance or audit activities, close-out surveillance, or audit conditions in the specified timeframe, and
 - deal with an issue which caused the sprayer owner to have conditions applied to their Queensland Sprayer certificate.

Generally, a show cause notice will be issued to a sprayer owner before a Queensland Sprayer Certificate is withdrawn. This notice will be sent to the contact details provided at the time of registration. It is the sprayer owner's responsibility to ensure contact details are kept current.

If the department considers the risk to the department to be significant, the show cause notice may also prohibit the sprayer being used on departmental Works, until the department makes a decision regarding the show cause notice response.

If no response to the show cause notice is received, the Queensland Sprayer Certificate will be automatically withdrawn the first working day after the response was due.

Where the department considers there are systemic issues affecting a fleet of sprayers, the department may withdraw Queensland Sprayer Certificates from all sprayers in the owner's fleet and/or refuse further applications from the owner.

After withdrawal of a Queensland Sprayer Certificate by the department, applications for reinstatement of the certificate will not be considered until:

- all conditions have been closed out, including reinspection by a NATA-accredited calibration / inspection service provider if required, and
- a minimum period of three months has passed.

Sprayer owners / operators that present a copy of a Queensland Sprayer Certificate that they know (or should have known) has been withdrawn to the department, or other relevant stakeholders, they will lose Queensland Sprayer Certificate(s) for a minimum period of six months.

Sprayer owners / operators that undertake fraudulent activities on departmental projects will be banned for three years.

In the case of repeated fraudulent activities, the department may impose a permanent ban.

Sprayer owners who voluntarily withdraw a Queensland Sprayer Certificate and are not subject to investigation or a show cause notice, may apply at any time to have the Certificate reinstated, as long as they meet the criteria for a new registration at that time and have an NATA-accredited inspection certificate for the sprayer less than 12 months old. During the period of a voluntary withdrawal / suspension, the sprayer will be identified as voluntarily suspended on the department's online Register.

If a sprayer owner voluntarily withdraws or suspends a Queensland Certificate while under investigation, and the department subsequently determines that the Queensland certificate would have been withdrawn, it will be marked as Deregistered in the department's online Register.

6 Conditions

The department may place conditions on a Queensland Sprayer Certificate. For example, a limitation on the binder type a sprayer may be permitted to spray. Such a condition will be included in the online Register.

Conditional registration will apply until a satisfactory departmental performance assessment. This may include additional departmental surveillance at the supplier's expense.

The withdrawal or placement of conditions on a Queensland Sprayer Certificate, and any subsequent lifting of those conditions, is irrespective of actions taken by third parties, or Contractual action, or agreement reached under the relevant construction Contract.

7 Appeals

Appeals may be lodged for:

- disputed surveillance findings (within five working days of receiving the written report)
- withdrawal of Queensland Sprayer Certificate (within 10 working days of being advised)
- conditions being placed on a Queensland Sprayer Certificate (within 10 working days of being advised)

- conditions being placed on an individual (within 10 working days of being advised), and
- exclusion of an individual or owner from spray sealing Works for the department (within 10 working days of being advised).

Appeals, with supporting documentation, are to be addressed to: Qld_Cert@tmr.qld.gov.au

An appeals committee comprising at least two people including the Chair (Chief Engineer or delegated representative) will be drawn from appropriately qualified departmental staff and may be supplemented by external experts.

Loss of, or conditions applied to, a Queensland Sprayer Certificate, or an individual will continue during an appeal.

7.1 Reduction in timeframe

In instances where there is no evidence of fraudulent or deliberate actions / decisions by the Queensland Sprayer Certificate holder that led to the conditions being applied or deregistration occurring, a supplier may request a review of the timeframe once they believe they have closed-out all the required issues. Such a request shall be lodged through the QRSS manager by email: Qld_Cert@tmr.qld.gov.au.

8 Confidentiality and undertakings

The issue of Queensland Sprayer Certificates, is solely for the benefit of the State of Queensland acting through the department. A listing of Queensland Sprayer Certificates is maintained on the departmental internet site and is available for public access.

Detailed information provided with applications or obtained through performance assessment, is retained by the department in accordance with departmental Recordkeeping Policy, *Right to Information Act 2009* (Qld), and *Information Privacy Act 2009* (Qld).

Any data gathered as part of the application process and surveillance and audit activities, will be used as part of the audit and surveillance process and to ensure Contractual compliance on projects, but will also be stored to facilitate future management of the road network and for research purposes.

Departmental staff will not share a supplier's confidential information with any third party, unless express written approval has been provided by the supplier, or:

- the department is legally obliged to do so
- it is necessary in order to obtain legal advice or assessment
- the information is required for an appeal in accordance with the Appeals Section at Clause 8
- it is necessary for the operation and maintenance of this system, and
- it may be provided to third parties undertaking analysis or research work for the department, on condition it be used only for the process identified, and that it will either be returned to the department, or destroyed at the end of the engagement. Wherever possible, identifying information will be removed before the information is provided.

9 Individuals

If the actions of sprayer operators or owners are such that the department loses confidence in their ability to operate a sprayer or sprayer organisation, the department may also issue a show cause notice to the individual requesting they explain why the department should not have conditions placed on them, or be excluded from bitumen spraying activities for the department, or from being a person of influence in or for a company undertaking spraying activities for the department.

Copies of this notice will be given to the employer / relevant organisation that holds the Queensland Sprayer Certificates. (Should the show cause notice not be satisfactorily addressed, Queensland Sprayer Certificates will be withdrawn if the person was not removed from the spraying related activities or position of influence).

Such exclusions will be for a period no less than three months. In the case of repeated fraudulent activities, the department may impose a life ban on an individual.

Reasons for this may be (but not limited to):

- continued incompetence or continued refusal to comply with registration system requirements
- failure to adequately supervise operations of the sprayer, contributing to the compromising of the service provided
- continued failure to repair or maintain sprayers
- continued failure to ensure sprayers meet the requirements of Austroads document *AP-T262 Performance Requirements for Bitumen Sprayers*
- altering spray sheets, or omitting to record data on spray sheets, so that they do not represent spraying activities (or directing this to occur)
- failure to conform to conditions placed on a sprayer, a fleet of sprayers, or on them as individuals, and
- substitution of, or deliberate contamination of binders.

10 Influential persons

The department may deny registration of a sprayer if a banned individual is in a position of influence, or a person in a position of influence has been an office bearer, manager, or substantive shareholder of a legal entity at the time it was banned.

A person of influence can be (but is not limited to) a director or secretary of the legal entity that owns the sprayer (including of legal entities that own the legal entity that owns the sprayer), a significant shareholder, or the holder of a management position with influence over the operation of the sprayer, or is an employee that will interact with the sprayer.

There is no right of appeal in this situation, a banned individual has already had the opportunity to appeal their ban at the time it occurred. Removal of the person from the position of influence would allow a subsequent application to be considered.

The department will advise a sprayer owner if it comes to the department's attention that a banned person is in a position of influence, relative to their sprayer and require that be rectified. If that does not occur, the Queensland Sprayer Certificate will be withdrawn. This may involve removal of Queensland Certificates for a full fleet of sprayers if the person has influence over the full fleet of sprayers.

For privacy reasons, the department cannot provide advice as to whether any individual is a banned person other than to their employer. It is recommended that any recruitment of new staff involved with sprayers registered under the Queensland Sprayer registration system should include asking applicants if there is any impediment to their working with registered sprayers.

11 Introductory process

This section will be removed from the system once the initial 12 month phase in process is completed.

The changes being introduced in this revised registration system, will apply as individual sprayers are registered under the new system. It is not intended that the new system's additional requirements will apply to sprayers registered under the old system, until such time as their current registration expires and the owners apply for registration under the new system.

During the consultation process with industry representatives, it was identified that sprayer owners had not previously been required to meet the requirements of Austroads document *AP-T262 Performance Requirements for Bitumen Sprayers*.

Industry representatives indicated that, bringing sprayers up to the required standard, may require modification of the sprayers and associated down time. Owners of sprayers which are due for renewal of their registration earlier, may be disadvantaged by not having suitable amounts of down time to undertake any necessary changes without affecting their availability for work.

As a result of that feedback, the department is phasing in the obligation to comply with the requirements of Austroads document *AP-T262 Performance Requirements for Bitumen Sprayers*. Any audit of a sprayer undertaken during the phase-in period, will identify any issues with conformance with AP-T262 as an observation.

For the first six months after the new system is published, the application form will allow a sprayer owner to either confirm that their sprayer currently meets the requirements, or will allow them to attest that they will meet those requirements within six months of the sprayer being issued with a Queensland Sprayer certificate. That means that approximately 18 months after the publication of the new system, all registered sprayers will be required to meet the requirements of AP-T262.

12 Further information

Queensland registered Sprayers are listed on the department's website.

The department will notify amendments to the Queensland Sprayer Registration System to the contact person for each registered sprayer and post them on the department's website.

System manager email: qld_cert@tmr.qld.gov.au

System Manager Phone: (07) 3066 3368

13 Glossary

Explains technical and unfamiliar words - but not abbreviations - used in a publication.

Term	Description
Owner	The person or company that owns the relevant bitumen sprayer – the legal entity.
Systemic	Evident on more than one occasion with an individual or sprayer, or across multiple instances within an organisation or sprayer fleet.
Poor operational performance	Repeated breakdowns, or repeated failure to meet specification requirements in service, repeated early failures of sprayed seals in service.
Fleet of sprayers	Multiple sprayers owned by the same legal entity.
Inspection Provider	An organisation, that is NATA-accredited to undertake the Austroads bitumen sprayer inspection services listed in Table 1.