

## Vessel Activity Notification

### Notification of BECOMING or CEASING to be a facility or AOP

1. Submitted by (facility operator)	[Operator organisation name]		
2. Is the vessel becoming or ceasing to be a facility or Associated Offshore Place (AOP) in relation to a facility? <i>(see Instructions for Use)</i>	Vessel becoming a facility	<input type="checkbox"/>	
	Vessel ceasing to be a facility	<input type="checkbox"/>	
	Vessel becoming AOP to a facility	<input type="checkbox"/>	
	Vessel ceasing to be AOP to a facility	<input type="checkbox"/>	
2a. Name of vessel facility	[Registered facility name]		
2b. Name of facility in relation to AOP	[Registered facility name]		
2c. Name & IMO number of vessel becoming AOP	[Vessel name]	[IMO number]	
3. When the vessel became or ceased to be a facility or AOP	Date:	dd.mm.yyyy	
	Time:	hh.mm	am <input type="checkbox"/> pm <input type="checkbox"/>
4. Nominated person who can be contacted by NOPSEMA for the purposes of the vessel activity notification scheme			
Name			
Address			
Telephone number			
Email address			
5. Title location of change to facility or AOP			
6. Intended purpose for which the vessel became a facility or an AOP (e.g. project, activity to be undertaken)	<i>For <b>becoming</b> a facility or AOP only:</i>		

**Note:** Facility operator organisation name and registered facility name as per register on NOPSEMA's [website](#)

### Instructions for use

1. Complete the form as follows:

- For a vessel becoming a facility, complete questions 1, 2, 2a, 3-6.
- For a vessel becoming an AOP, complete questions 1, 2, 2b-2c, 3-6.
- For a vessel ceasing to be a facility, complete questions 1, 2, 2a, 3-5.
- For a vessel ceasing to be an AOP, complete questions 1, 2, 2b-2c, 3-5.

2. Send completed form to [submissions@nopsema.gov.au](mailto:submissions@nopsema.gov.au).

- within 24 hours after a vessel becomes a facility or AOP in relation to a facility
- as soon as reasonably practicable after the vessel ceases to be a facility or AOP in relation to a facility.

## Privacy notice

NOPSEMA collects your personal information so that it can administer the OPGGSA and associated regulations. If you do not provide your personal information, NOPSEMA will not be able to contact you in relation to your submission.

NOPSEMA will not use or disclose your personal information for any other purpose without your consent, unless it is required or authorised by law, or relates to NOPSEMA's enforcement activities. Your personal information may be disclosed to the following organisations, entities or individuals:

- individuals who make a request under the *Freedom of Information Act 1982*
- the Australian National Audit Office and other privately-appointed auditors
- other law enforcement bodies (for example, the police or the Coroner)
- NOPSEMA's legal advisors.

NOPSEMA may occasionally be required to disclose information to overseas recipients in order to discharge its functions or exercise its powers, or to perform its necessary business activities.

Information about how you can access, or seek correction to, your personal information is contained in NOPSEMA's Australian Privacy Principles (APP) Privacy Policy at [www.nopsema.gov.au/privacy](http://www.nopsema.gov.au/privacy). If you have an enquiry or a complaint about your privacy, please contact NOPSEMA's Privacy Contact Officer on (08) 6188 8700 or by email at [privacy@nopsema.gov.au](mailto:privacy@nopsema.gov.au).