

Shopgoods fireworks

CH 0009

Retail checklist >

This checklist must be completed and submitted with your application [Form 118](#) for a licence (retail) to possess, store and sell shopgoods fireworks – Territory Day celebrations **ONLY**. For wholesale checklist refer checklist [CH0010](#).

Storage area	Retailer		NT WorkSafe	
	Yes	No	Compliant	Action required
<p>Will your storage area be suitably enclosed and away from windows? Dangerous Goods Regulation 92(6)(a)</p> <p><i>Fireworks must not be displayed, stored or exposed in any window, unenclosed place or space, including verandas.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will your premises and the storage of the fireworks be located on the ground floor? Regulation 92(6)(a)</p> <p><i>There should be clearly marked, unhindered access to evacuation exits in the case of an emergency.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will you have a separate storage room without public access? Regulation 92(6)(b)(ii)</p> <p><i>Fireworks shall be stored in a separate storage room without public access.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will the entrance to the storage area be marked “EXPLOSIVES – FIREWORKS” in letters not less than 75mm in height? Regulation 92(6)(c)</p> <p><i>The entrance to the room shall be marked with the words “EXPLOSIVES – FIREWORKS” in letters not less than 75mm in height.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will you have spark-proof containers with lids for storage? Regulation 92(4)</p> <p><i>Fireworks shall be stored in their original outer packaging or in a spark-proof container.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will the storage containers be clearly marked on the outside with the word ‘FIREWORKS’ in letters not less than 50mm in height? Regulation 92(6)(b)(i)</p> <p><i>On the outside of the fireworks packaging or spark-proof containers the word “FIREWORKS” in letters not less than 50mm in height should be displayed.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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putting safety first >



<p>Do you have 3 metres separation distances from other dangerous goods items? Regulation 6</p> <p><i>Fireworks must not be kept near other dangerous goods. Minimum separation distance required is 3 metres (eg matches, lighters, kerosene, and LPG cylinders [disposable or refillable])</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will your storage limit be less than 200 kg (gross) of fireworks? Regulation 91(c)</p> <p><i>Fireworks storage limit is set at 200 kg (gross) of fireworks on the premises at any one time. (Generally 10 fireworks boxes equate to 200 kg).</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Have you made arrangements for the return or safe disposal of unsold shopgoods fireworks?</p> <p><i>It is illegal to retain excess fireworks unless a year round licence is held to store shopgoods fireworks.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Display for sale area

	Retailer		NT WorkSafe	
	Yes	No	Compliant	Action required
<p>Will your display area be suitably enclosed and away from windows? Regulation 92(6)(a)</p> <p><i>Fireworks must not be displayed, stored or exposed in any window, unenclosed place or space.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will you have a display area that prevents the public from having access to or being able to handle the fireworks? Regulation 6(b)(ii)</p> <p><i>Fireworks must only be displayed in a location in which it is not possible for the public to have physical access to them, either in a display case or behind counters.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will your display area be clearly labelled on the outside with the word “DANGER – FIREWORKS – NO SMOKING” in letters not less than 75mm in height? Regulation 92(6)(j)</p> <p><i>At least one notice bearing the words “DANGER – FIREWORKS – NO SMOKING” in letters not less than 75mm in height shall be conspicuously displayed on the outside of each spark-proof container or display cabinet in which they are displayed for sale.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will your spark-proof container or display cabinet be kept closed except when fireworks are being placed in or removed from it? Regulation 92(6)(b)(iii)</p> <p><i>Spark-proof containers or display cabinets must be kept closed except when removing or placing fireworks in.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<p>Will you ensure there is less than 50kg (gross) of shopgoods fireworks stored in your display cabinet? Regulation 92(6)(e)</p> <p><i>Not more than 50kg (gross) of shopgoods fireworks shall be stored in a display counter at any one time.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will your spark-proof container or display cabinet be kept free of any heat or ignition sources such as artificial lights? Regulation 92(6)(f)</p> <p><i>Artificial lighting, matches or similar materials shall not be placed in a spark-proof container or a display cabinet containing shopgoods fireworks.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will your shopgoods fireworks be located away from exits and not impeding the free movement of person in the premises? Regulation 92(6)(g)</p> <p><i>All outer packaging, spark-proof containers and display cabinets containing shopgoods fireworks shall be located away from exits and other areas where their location could impede the free movement of persons in the premises.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will you have a fire hose reel installed that reaches the area where your shopgoods fireworks are to be stored and sold? Regulation 92(6)(k)</p> <p><i>All areas which shopgoods fireworks are stored or sold shall have installed a fire hose reel or 2 water type portable fire extinguishers.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will you have 2 water type portable fire extinguishers with a rating of not less than 2A? Regulation 92(6)(k)</p> <p><i>All areas which shopgoods fireworks are stored or sold shall have installed a fire hose reel or 2 water type portable fire extinguishers with a rating of not less than 2A.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Warning signs

	Retailer		NT WorkSafe	
	Yes	No	Compliant	Action required
<p>Will your warning signs for storage and display areas for shopgoods fireworks be in red lettering on a white background?</p> <p><i>All warning signs are to be in red lettering on a white background. This includes all signs for 'Storage' and 'Sale' areas.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<p>Will you organize to have your warning signs prior to the delivery of your shopgoods fireworks?</p> <p><i>WARNING SIGNS should be in place prior to the delivery of shopgoods fireworks from your supplier or elsewhere.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Emergency procedures

	Retailer		NT WorkSafe	
	Yes	No	Compliant	Action required
Have all shop staff been instructed as to the location of the fire hose reel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all shop staff been instructed on how to use the fire hose?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all shop staff been instructed on where the portable fire extinguisher/s are installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all shop staff been instructed on how to use the portable fire extinguisher/s?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all shop staff been instructed on evacuation procedures in case of an emergency?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all shop staff been provided with a list of emergency telephone numbers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all shop staff selling fireworks attained the age of 16 years?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Retail outlet

	Retailer		NT WorkSafe	
	Yes	No	Compliant	Action required
<p>Have neighbours on all sides been advised of your application to store and sell fireworks?</p> <p><i>Fireworks must not be kept near other dangerous goods. Minimum separation distance required is 3 metres (eg matches, lighters, kerosene, and LPG cylinders [disposable or refillable]). If you have common walls with your neighbouring properties you should ensure that no other dangerous goods are being stored against the common wall.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there any town planning or lease restrictions on the use of the premises to store or sell fireworks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is the premises an existing business currently trading?</p> <p><i>Some existing business activity is not compatible with sale of fireworks. Subject to a risk assessment, some premises may be found to be unsuitable (see information bulletin 07.02.01).</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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<p>Is your premises a permanent building and not a portable stall?</p> <p><i>Selling shopgoods fireworks out of a portable stall (including caravans and shipping containers) is not conducive to public safety and will not be licensed by NT WorkSafe.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is your premises licensed to sell alcohol for the purpose of consumption on the premises?</p> <p><i>A premises licensed to sell alcohol for the purpose of consumption on the premises will not be licensed as a retail outlet for shopgoods fireworks.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Workers' compensation

	Retailer		NT WorkSafe	
	Yes	No	Compliant	Action required
<p>Do you have a current workers' compensation insurance policy with a Northern Territory approved insurer for staff at your retail fireworks outlet?</p> <p><i>It is compulsory for all employers of workers in the Northern Territory to have a current workers' compensation insurance policy with an approved insurer.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Responsible person

	Retailer		NT WorkSafe	
	Yes	No	Compliant	Action required
Are you as the responsible person over the age of 18 years?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you as the responsible person able to act without supervision?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will you as the responsible person be present during the sale of shopgoods fireworks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you as the responsible person instructed all employees/co-workers in the requirements of the legislation and the sale of shopgoods fireworks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will you as the responsible person ensure that the requirements of the licence and checklist are adhered to during the sale period for shopgoods fireworks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will you as the responsible person endeavour to make yourself available when NT WorkSafe officers inspect your retail site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Providing incorrect or misleading information, whether intentional or not, may lead to the immediate withdrawal of the licence

I declare that the information supplied in this form is true and correct and the storage and sale of fireworks will be in accordance with the *Dangerous Goods Act* and Regulations and *Workplace Health and Safety Act* and the Workplace Health and Safety Regulations and any licence conditions.

NOTE: Please ensure every page is initialled

Completed by applicant (responsible person)

Print full name

Signature

Date

/ /20

For office use only – NT WorkSafe retail checklist for shopgoods fireworks

Application checked and approved

NT WorkSafe officer's name:

NT WorkSafe officer's ID:

Date

Conditions

Site inspected

Inspected by:

Date:

Issues/comments