

## Warm water system Information

**Civic Centre**  
165 Sir Donald Bradman Drive  
Hilton, SA 5033  
**Tel** (08) 8416 6333  
**Fax** (08) 8443 5709  
**Email** [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)  
**Website** [westtorrens.sa.gov.au](http://westtorrens.sa.gov.au)



### Information to the applicant

#### About this Application Form

The South Australian Public Health (Legionella) Regulations 2013 require the owner of premises on which a high risk manufactured water system is installed to ensure the system is registered with the Local Council for the area in which the premises are situated. This form is designed for the mandatory registration of warm water system(s) under the South Australian Public Health (Legionella) Regulations 2013 and must be completed in its entirety.

#### Registration / Registration Renewal Fees

Registration / registration renewal fees payable to the Local Council are prescribed in Schedule 1 of the South Australian Public Health (Legionella) Regulations 2013, as follows:

For registration of 1 warm water system	\$39.75
For registration of each additional warm water system installed on the same premise	\$26.50
On application to an authority for renewal of registration of a warm water system (per system)	\$20.00

Please note: These fees do not include inspection fees; testing fees and applications to the minister.

#### Changes requiring notification to the Local Council

There are a number of mandatory requirements related to the registration of warm water system(s), including the following:

- Registration remains in force for a period of 12 months after which the applicant must renew the registration to the authority.
- The owner of premises on which a high risk manufactured water system registered with the Local Council is installed, must within 1 month after any change in the particulars registered in relation to the system, notify the authority of the change.
- If a high risk manufactured water system registered with the authority is decommissioned, the owner of the premise on which the system is installed must notify the authority of the decommissioning within 1 month after the event.

#### Where to find more information

##### Local Council

Should you require assistance with registration or have any questions please contact your Local Council Environmental Health Officer on 8416 6333.

## Warm water system Registration

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### Registration type

New application:

New registration of warm water system(s)

Please indicate the total number of systems to be registered with this application:

Existing registrations:

Renew registration of warm water system(s)

Modify business ownership details and/or maintenance and operation contact details of existing registration(s) of warm water system(s)

Please indicate the total number of systems already registered:

### Site details

Registered business name:

ABN:

Address:

P/Code:

Trading name of premises:

Site (street) address:

P/Code;

Postal address:

P/Code:

Telephone

Mobile:

Facsimile:

Description of business activities:

Business operating hours:

### Business ownership details

Name(s) of business owner(s):

1.	2.
3.	4.
5.	6.

*Disclaimer: Fees are correct at the date specified on this document however may be subject to change.*

Business address:		
		P/Code:
Telephone::	Mobile:	Facsimile:
<b>Business contact, representing business owner(s), in regards to this registration.</b>		
Name of contact:		
Position / title		
Residential address:		
		P/Code:
Telephone:	Mobile:	Facsimile:
Email:		
<b>Additional after hours contact:</b>		
Name:		
Telephone		
<b>Operation and maintenance contact details</b>		
<b>Person/company responsible for operation and maintenance</b> <input type="checkbox"/> In house <input type="checkbox"/> Contractor		
Name of business:		
Name of contact person		
Position / title		
Business address:		
		P/Code:
Telephone:	Mobile no:	Facsimile:
Email:		
Residential address:		
		P/Code:
Telephone:	Facsimile	
<b>Additional after hours contact</b>		
Name:		
Telephone:		

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## Plant identification

Please note: Where there is more than one warm water system to be registered, you must photo copy this page and complete it for each system to be registered.

### 1. Type of water heating device

Make/brand of system:

Model no:

System common name/identification no. (eg: floor 1; warm water system1)

### 2. System features

Electric

Gas

Other \_\_\_\_\_

### 3. Location

### 4. Decontamination procedure

**Indicate the decontamination procedure utilised for the warm water system.**

Prescribed decontamination procedure set out in schedule 3 part 2 of the guidelines.  
For the control of Legionella in Manufactured Water Systems in South Australia, namely:

Pasteurisation method

Chlorination method

Alternative decontamination procedure approved by the Minister for Health  
(appendix to this registration).

## Registration checklist

To assist the processing of your application please ensure that the following items have been completed and attached:

- Application type indicated
- Site details
- Business ownership details
- Operation / maintenance contacts
- Warm water system plant identification form(s), specify the number of forms

## Applicant details

Name of person submitting the registration form

Title:	Given name:	Family name:
Position title:		
Signature	Date: / /	

Fee received	\$	Completed	/ /
Receipt no:			
Date registered:	/ /		
Registration expiry date:	/ /		

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