Authorised Matters Variation

An authorised matters variation is used to vary the existing voyages already authorised under a temporary licence. To be approved by the Delegate, proposed voyage variations must bear a “reasonable resemblance” to the original voyage. For more information relating to temporary licences and authorised matters variations, please visit the Frequently Asked Questions page.

Please note: This flowchart is representative only and does not replace the legislation. Please refer to the Coastal Trading (Revitalising Australian Shipping) Act 2012 to confirm legislative requirements.

Legend

Process undertaken by the applicant

Process undertaken by the Shipping Business Unit (SBU)

Authorised Matters Summary

<table>
<thead>
<tr>
<th>Cost</th>
<th>$200</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultation period</td>
<td>24 hours</td>
</tr>
<tr>
<td>Processing timeframe</td>
<td>2 business days</td>
</tr>
</tbody>
</table>

The Minister’s Delegate must consider authorised matters applications within 2 business days of date received.

Voyage notifications must be submitted at least 2 business days before the actual loading date of the voyage.

Voyage reports must be submitted no later than 10 days after the completion of the voyage.

Application for Authorised Matters is submitted through CTLS

The SBU sends the application out for a 24 hour consultation period

Notice in Response (NIR) Received

General licence (GL) holder must notify the Minister, in writing, that a voyage could be accommodated under their GL

No NIR Received

Application submitted to the Minister’s Delegate for consideration

Minister’s Delegate reviews the application

Application Refused

Applicant notified in writing of the decision and reason for decision

Details of the application are published on the Department’s website after each refusal

Application Granted

Authorised Matters variation approved; relevant voyage details amended

Details of the application are published on the Department’s website at the start of the next month

Applicant submits voyage notifications before, and voyage reports after, each voyage authorised under the licence

Voyage reports are published on the Department’s website twice per month

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