

Information to Importers

Ozone Depleting Substance (ODS) / Synthetic Greenhouse Gas (SGG) Equipment Licences (EQPL and LVIL)

Do you need an ODS/SGG equipment licence (EQPL)?

An ODS/SGG equipment licence (EQPL) is required if an entity wishes to import equipment that contains ozone depleting substances or synthetic greenhouse gases into Australia, including refrigeration and/or air conditioning equipment that contains a hydro fluorocarbon (HFC) or hydro chlorofluorocarbon (HCFC) refrigerant. HFCs and HCFCs are damaging to the environment as they are ozone depleting substances (ODSs) and synthetic greenhouse gases (SGGs).

An ODS/SGG equipment licence (EQPL) may be required even if the air conditioner or refrigeration equipment is incorporated into another object, e.g. a car, caravan, or another vehicle (including earth moving equipment). It is an offence under the *Ozone Protection and Synthetic Greenhouse Gas Management Act 1989* to import ODS/SGG equipment without a licence.

- [Common types of products imported as ODS/SGG equipment](#)

Frequently asked questions

For more information about whether an ODS/SGG equipment licence (EQPL) is needed in your circumstances see:

- [Frequently asked questions - OSD/SGG equipment licences \(EQPL\)](#)

Do you qualify for an ODS/SGG licence (LVIL) for a one-off, low volume import?

One-off importers planning to import up to five pieces of equipment arriving in one consignment and containing less than 10Kg of gas in total may be eligible for a partial waiver of the licence application fee. The partial waiver reduces the application fee from \$3000 to \$400, with the licence expiring fourteen days after the equipment arrives **OR** fourteen days after the issue of the licence, whichever is the latest. **A partial fee waiver is only available once every two years.**

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There is no provision in the Act or the Regulations that gives the Minister or his/her delegate the power to refund the licence application fee.

- [More about licence types](#)

Expiry date of EQPL

Since **18 May 2011**, when amendments to the Act came into force, all regular ODS/SGG equipment licences (EQPL) that were granted on and after that date generally expire two years from the date on which the licence is granted, unless a shorter date is specified.

ODS/SGG equipment licences for one-off, low volume imports (LVIL) that qualify for a partial fee waiver expire fourteen days after the equipment arrives **OR** fourteen days after the issue of the licence, whichever is the latest.

How to apply

Applications should be lodged as early as possible, prior to the proposed goods being imported.

Normally, the department will aim to process applications within **2 weeks** of receiving a fully completed application form that includes all supporting documentation and payment of the licence fee. However, the statutory timeframes of the Act stipulates that the department may take **up to 60 days** to process an application. You will need to keep the full 60 day processing time in mind when applying for a licence, as processing times do vary.

Licence types

Applications for ODS/SGG equipment licences (EQPL) are broken up into 'Regular' and one-off, 'Low Volume Importer' licences, identified by the following:

- **Regular Importers**
Apply for this licence type if you will be regularly importing equipment that contains Ozone Depleting Substances or Synthetic Greenhouse Gases.
- **Low Volume Importers (LVIL)**
Apply for this licence type if you are a one-off importer planning to import up to five (5) pieces of ODS/SGG equipment arriving in one consignment and containing less than 10Kg of gas in total. An ODS/SGG equipment licence (EQPL) for one-off, low volume import (LVIL) is only granted once in every two years and it expires fourteen (14) days after the date of issue of the licence OR 14 days after the equipment arrives, whichever is the latest.

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Please note: Air conditioning and refrigeration equipment designed to operate on Hydrocarbons, also known as 'natural refrigerants' (e.g. Ammonia (R717)) **do not** trigger the licence requirements under the Ozone Act.

- [Importing vehicles, boats, caravans or any other equipment that may contain refrigerant gas into Australia](#)

Licence application fee

A **non-refundable licence application fee** of \$3,000 is payable with the application unless a waiver has been granted. There is no provision in the Act or the Regulations that gives the Minister or his/her delegate the power to refund the licence application fee.

Please note: this includes situations where an applicant has lodged a licence application and then no longer requires a licence.

Assessment of applications will not commence until the full application fee is received by the department - \$3,000 for a regular EQPL or \$400 if you qualify for the partial fee waiver for a one-off, Low Volume Import Licence (LVIL).

Required information and supporting documentation

When applying for a licence or exemption under the Act, you will be required to provide supporting documentation and detailed information about yourself and your organisation (if applicable), as well as information about the proposed activity (e.g. import, export or manufacture of Ozone Depleting Substances (ODS) or Synthetic Greenhouse Gases (SGGs) whether incorporated into equipment or in cylinders).

Please see below to obtain a summary of the information that you will need to complete the application form, and a list of supporting documentation you must submit with your application.

- [Application information & supporting documentary evidence required by licence type](#)

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