

Approved Remote Essential Workers Application Form

Version 1.3

Remote communities in the Northern Territory have been closed to all non-essential travel in response to concerns about the spread of COVID-19, by a determination of the Commonwealth *Biosecurity Act 2015*.

Only essential workers authorised by the Approved Remote Essential Workers program working in conjunction with Northern Territory Land Councils can now visit remote communities. All previous permits prior to 14 March 2020 have been revoked for any non-essential service in remote communities. Anyone intending to travel to or through a remote community will need to be an 'Approved Remote Essential Worker'.

To obtain an Approved Remote Essential Worker card, follow the instructions below;

1. Complete all information in Sections A & B below.
2. Complete all details and sign the unattested declaration under the *Oaths, Affidavits and Declarations Act 2010* (NT) to indicate that everything in the form is true and correct, and that you accept the Special Conditions.
3. You will need to supply a photo using the guidelines below.
4. If your organisation has a COVID-19 plan this will need to be attached to this form.
5. Send this form and all other required correspondence to remote.travel@nt.gov.au
6. Once your application has been received, it will be assessed by the Department of the Chief Minister for endorsement, then sent to the relevant Land Council(s) for approval to issue a permit, where required. Once approved, you will receive confirmation via return email.

Each essential worker travelling to a designated area will require this form to be completed. Where an organisation has more than one staff member / employee required to undertake remote essential work, the applications may be submitted together for bulk processing.

Note that you will also be required to complete a Designated Area Compliance Form every time you enter a designated area and will be required to show your Approved Remote Essential Worker ID each time.

Employee Details – Section A

Your Full Name:	
Date of Birth:	
Organisation:	
Job Role: (Describe your functional work)	
Phone Number:	
E-mail Address:	
Business Address:	
Postal Address:	

Essential Activity Details and Checklist – Section B

RESPONSE (Yes/No)	
Is your work regarded as an essential service? (refer to Schedule A) Please describe the work you have been asked to perform	
Do you have permission from your employer to travel remotely? Please provide written evidence of support. (An organisation letter may include permission for multiple employees).	
Please attach your organisation's COVID-19 Plan	
What is the risk to the community if you do not carry out this work?	
What community or communities you will visit?	
How long will you be in each community?	Choose an item.
Have you attached a copy of a photo ID with your application?	

Receiving your card

Once your application is approved, an interim electronic version of your ID card will be sent to you via email to be used until your hard copy card is issued in the mail (using the address provided in Section A).

ID Card - Photo

A photo will be required for your Approved Remote Essential Worker Card. You can upload a digital photo below. You will also need to attach a copy of a photo ID to your application for verification.

You must submit a photo that meets all the following requirements:

- is less than six months old
- is 45mm to 50mm in height and 35mm to 40mm in width
- shows a close-up of your head and the top of your shoulders
- is centred and in focus
- was taken against a pale background with no shadows
- is a high quality image in .jpeg format.

Vehicle Identification

If you are driving a vehicle into a designated area, it will need to be identified as approved as well. Each vehicle will require a sticker to be applied to each side of the vehicle for the duration of your time in the designated area/s.

Will you be driving your organisation vehicle into designated areas to perform your work? Yes / No	How many vehicles will be used for this work?
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Vehicle stickers will be allocated based on the response above (2 per vehicle) and will be posted to you.

For more information, visit coronavirus.nt.gov.au

Special Conditions

An Approved Remote Essential Worker Card is valid until 18 June 2020.

An Approved Remote Essential Worker Card is only valid for work purposes and may be revoked at any time by the Aboriginal Land Council from the area you are working in or by the Northern Territory Government.

The Approved Remote Essential Worker card holder must not travel if feeling ill, or if they have any reason to believe they may have been exposed to COVID-19. If your circumstances change after you have made this application and you have been issued an Approved Remote Essential Worker card, and you cannot make the same declaration about your health, you must not travel to remote communities.

Changes to community access may occur at any time and the Northern Territory Government will endeavour to inform card holders as these changes occur. The Northern Territory Government, however, accepts no legal liability for the completeness, accuracy, reliability, suitability or availability with respect to the information provided for any purpose, nor for the revocation of the card for any reason, nor for inability by the card holder to access a community for any reason.

Privacy statement

The Department of the Chief Minister complies with the Information Privacy Principles scheduled to the *Information Act 2002*.

Unattested declaration under the Oaths, Affidavits and Declarations Act 2010 (NT)

I, FULL NAME	
of ADDRESS	
SOLEMNLY AND SINCERELY DECLARE THAT:	All of the above information is true and correct to the best of my knowledge and belief; and I know it is an offence to make a declaration that is false in any material particular.
DECLARATION MADE AT (PLACE):	
DECLARATION MADE ON (DATE):	
SIGNATURE:	

List of “essential activities” under the Commonwealth Biosecurity legislation (Determination 2020)

- Health care
- Education
- Services relating to the prevention of, or recovery from, domestic violence
- Services relating to child protection
- Policing services
- Emergency services
- Essential services of a kind typically provided by local government
- Services, benefits, programs or facilities that the Chief Executive Centrelink has the function of providing
- Correctional services
- Funerary services
- Conducting, or taking part in, a sitting of a court or tribunal in the area
- Operating, maintaining or repairing equipment for providing electricity, gas, water, telecommunications or broadcasting services, medical services or other essential infrastructure
- Delivering food, fuel, mail or medical supplies
- Obtaining medical care or medical supplies
- Continuing the construction in the area of housing or transport infrastructure that was in progress immediately before the commencement of the declaration
- Carrying out mining operations, or operations ancillary to mining operations, in the area in a manner that minimises the extent to which other persons in the area are exposed to the persons carrying out those operations,
- Commercial primary production and operations ancillary to primary production, including aquaculture and agribusiness; and
- Transporting freight to or from a place in the area.