Nomination of project nominee

under section 136 of the *Carbon Credits (Carbon Farming Initiative) Act 2011*

|  |
| --- |
| FORM |
| CER-ACCU-008 |
| V2.0 30/06/2025 |

# Purpose of this form

This form is for multiple project proponents or eligible persons proposed to be project proponents (proposed project proponents) to nominate a project nominee under section 136 of the *Carbon Credits (Carbon Farming Initiative) Act 2011* (CFI Act). The nominee will be the primary point of contact for the Clean Energy Regulator (unless another contact such as an agent is appointed for the project).

You can submit this form separately or with an application under the CFI Act or Carbon Credits (Carbon Farming Initiative) Rule 2015 (the CFI Rule) such as an application:

* under section 22 of the CFI Act, for a declaration of an offsets project as an eligible offsets project
* under section 24 of the CFI Rule, to vary the project proponent(s) in a declaration as an eligible offsets project.

If this form accompanies an application under the CFI Act or the CFI Rule, the nomination is deemed to take effect immediately before that is application made.

When a nomination is in effect for a registered project:

* any documents provided by the Clean Energy Regulator to the nominee in relation to the project is considered to have been provided to all project proponents, per section 137 of the CFI Act
* the nominee can undertake eligible voluntary actions, such as making an application, giving information in connection with an application and withdrawing an application on behalf of multiple project proponents, where that action is permitted but not required under the CFI Act or CFI Rule, per section 138 of the CFI Act.

The nomination of the nominee ceases to be in effect if one of the project proponents for the eligible offsets project revokes the nomination by written notice given to the Clean Energy Regulator or the nominee ceases to be one of the project proponents for the eligible offsets project.

If an eligible offsets project that has multiple project proponents ceases to have a nominee and no new nominee is nominated, we may give notice to revoke the declaration as an eligible offsets project from 90 days after the nomination ceases. We must consult with the project proponents before deciding to revoke a declaration.

## Instructions for completing this form

Please read each part of the form carefully, fully answer all the questions, sign where indicated and attach the required documentation. The declaration in Part C needs to be photocopied as needed to be signed by each project proponent or proposed project proponent.

You must complete and submit:

* **Part A: Applicant details**
* **Part B: Project and nominee details**
* **Part C: Declaration and signature**

|  |  |
| --- | --- |
| Pen colours | Please use a **black** or **blue** pen to write on the form. |
| Check boxes | Mark boxes like this £ with a ✔ or ✘. When an instruction asks you to ‘tick’ the box, you can still use either ✔ or ✘. |
| Go to | Where you see an instruction like this - **£** Go to **question 5** - mark the relevant box with a ✔ or ✘and then skip to the question number shown. You do not need to answer the question(s) in between.  Where an instruction has a black double arrow (8), go to the next indicated part/section. Where an instruction has a black single arrow (4), go to the next question. Where an instruction has a black single arrow pointing down (6), fill in the field(s) directly below. |
| Mandatory questions | If all fields in a question are mandatory and must be completed, **(required)** is added to the end of the question label text. If a field in a question is mandatory only IF a condition is met, **(required if any)** is added to the end of the question label text. |
| 4 | This symbol indicates an instruction on what to do next. |
| i | This symbol indicates additional useful guidance to filling in the adjacent field or section. |
| 4 | This symbol advises that more than one entry may be required for the section and therefore you may need to photocopy or print the section or fill in a duplicate section. |
| ë | This symbol advises that additional documentation to support a claim may need to be attached to the application. |

## Submitting this form

You can choose to complete this form by:

* printing the form and filling it in by hand
* saving the form and filling in an electronic copy.

Note that if you choose the second option, there may be times when you will need to print certain sections to sign them or complete multiple entries for a single set of questions. These sections may be scanned back into the computer and submitted electronically with the rest of the form.

A signed copy of this form should be kept for your records.

### Online Services

Once complete, scan and upload this document to your application to 'Register a Project' for the relevant method in [Online Services](https://onlineservices.cer.gov.au/)[[1]](#footnote-2).

You can also submit this form with an application to vary the project proponent(s) in [Online Services](https://onlineservices.cer.gov.au/) or to notify the Clean Energy Regulator of a new project nominee. See the Clean Energy Regulator’s website for guidance on how to submit [a variation application](https://cer.gov.au/schemes/australian-carbon-credit-unit-scheme/how-to-participate-accu-scheme/making-changes-to-your-project)[[2]](#footnote-3).

# Part A: Applicant details

* Complete this part to identify details of the applicant submitting this form to nominate a project nominee. The applicant can be the nominee or the contact person for the Clean Energy Regulator in relation to this application.

## Applicant details (required)

|  |  |
| --- | --- |
| Applicant name |  |
| Primary contact number |  |
| Alternative contact number |  |
| Email address |  |

# Part B: Project and nominee details

* For a nomination accompanying an application for new offsets project, provide the ‘register a project’ submission number found in Online Services. For eligible offsets projects, provide the Project ID issued to the project (for example, ERFxxxxxx).

|  |  |
| --- | --- |
| Project identification number (if available) |  |
| Project name |  |

## Nominee details (required)

* Provide details of the project proponent or proposed project proponent being nominated as the nominee for the eligible offsets project.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Nominee name |  | | | | | | | | | |
| Date of birth  (individuals only) | Day (dd) | | | Month (mm) | | | Year (yyyy) | | | |
|  | | |  | | |  | | | |
| Organisation identifier (organisations only) | ABN |  | ACN | |  | ARBN | |  | ICN |  |
|  | | | | | | | | | |

# Part C: Declaration and signature

This part must be completed and signed by **each** project proponent or proposed project proponent for the eligible offsets project identified in Part B.

* Please photocopy or print this part for each project proponent, or proposed project proponent, to complete and sign the declaration.

## Declaration to nominate the nominee (required)

* Complete and sign the declaration.

By signing below, the project proponent or proposed project proponent:

* declares that they have the legal capacity and authority to declare, acknowledge and consent to the items on this list
* acknowledges that they are nominating the nominee identified in Part B of this form to be the project nominee
* acknowledges that the nominee can undertake eligible voluntary actions on behalf of all project proponents
* acknowledges that any documents given to the nominee are considered to have been provided to all project proponents
* acknowledges the requirements associated with carrying out an eligible offsets project and the obligations placed on project proponents under the *Carbon Credits (Carbon Farming Initiative) Act 2011* and subordinate legislation
* declares that all information provided in and in relation to this application (including attachments and any other supporting information) is, having made all reasonable enquiries, complete, true and correct, not misleading by inclusion or omission, and is not in breach of any law(s)
* acknowledges that the provision of false or misleading information or documentation to a Commonwealth entity is a serious offence and carries penalties under the *Criminal Code Act 1995* and may have consequences under the *Carbon Credits (Carbon Farming Initiative) Act 2011* and other laws
* acknowledges that the Clean Energy Regulator does not have any powers or role in enforcing work health and/or safety, environmental protection or planning laws. If you are unsure of your responsibilities under these laws, you should contact the relevant local authority
* acknowledges that the Clean Energy Regulator may share any information in relation to them or their projects with certain Commonwealth, State or Territory government agencies for the purpose of assisting those agencies in the performance of their functions or powers
* consents to any information provided in this application being copied, recorded, used or disclosed by the Clean Energy Regulator for the purpose of assessing and making a decision on the application, auditing compliance, enforcement of laws, regulations and legislative rule, the performance of the Clean Energy Regulator’s statutory functions and for related purposes subject to the requirements of relevant laws, in particular the *Privacy Act 1988* and Part 3 of the *Clean Energy Regulator Act 2011.*

## Signatory

|  |  |  |  |
| --- | --- | --- | --- |
| Project proponent (or proposed project proponent) |  | | |
| Signature |  | | |
| Signatory name |  | | |
| Title/Position |  | | |
| Phone number | (  ) | | |
| Email address |  | | |
| Signature date | Day (dd) | Month (mm) | Year (yyyy) |
|  |  |  |

* Where a signatory is signing on behalf of a project proponent, attach evidence of the authority of the signatory to sign the declaration on behalf of the project proponent.

# Additional information

## Seeking legal advice

The Clean Energy Regulator provides guidance for general information purposes only. The information in this form and supplied by the Clean Energy Regulator should not be interpreted as independent professional advice. You should not rely solely on this information and should get professional legal advice relevant to your individual circumstances.

## Protection of information

The Clean Energy Regulator is bound by the secrecy provisions in Part 3 of the *Clean Energy Regulator Act 2011* and by the *Privacy Act 1988*.

## Privacy statement

Personal information is defined in the *Privacy Act 1988* to mean information or an opinion about an identified individual, or an individual who is reasonably identifiable:

* whether the information or opinion is true or not
* whether the information or opinion is recorded in a material form or not.

The collection of personal information relating to this application is authorised by the *Clean Energy Regulator Act 2011*, the CFI Act, the *Privacy Act 1988* and other relevant Act(s) and legislative instruments made under those Acts.

Personal information collected in relation to this application will be used for the purpose of assessing the application, auditing compliance, enforcement of relevant laws, regulations and statutory instruments, the performance of our statutory functions and for related purposes. We will also use the personal information which you provide for our administrative purposes and for improving our service delivery to you.

The Clean Energy Regulator’s [privacy policy](https://cer.gov.au/about-us/our-policies/privacy-policy)[[3]](#footnote-4) contains information about our procedures for handling personal information including how a person can access their personal information that we hold and how to seek correction of such information. The privacy policy also contains information about how to complain about a breach of the Australian Privacy Principles.

## Disclosure of information

The Clean Energy Regulator and authorised staff are only able to disclose information relating to the affairs of a person (including personal information) collected in relation to this application in accordance with the *Clean Energy Regulator Act 2011*, the *Privacy Act 1988* or as otherwise required by law.

Part 3 of the *Clean Energy Regulator Act 2011* prevents disclosure of relevant information except in circumstances set out in that Part. Those circumstances include:

* disclosure for the purposes of a climate change or biodiversity law
* disclosure to the Minister
* disclosure of summaries or statistics if those summaries or statistics are not likely to enable the identification of a person
* disclosure to certain bodies where the Chair of the Clean Energy Regulator is satisfied that disclosure will assist those bodies in the performance of their functions or powers, including the Department of Climate Change, Energy, the Environment and Water, the Australian Securities and Investment Commission, and the Australian Competition and Consumer Commission
* disclosure for the purposes of enforcement of the criminal law, enforcement of a law imposing a pecuniary penalty or for protection of the public revenue, if the Chair of the Clean Energy Regulator is satisfied that disclosure is reasonably necessary for such purpose.

## Accessibility disclaimer

The Clean Energy Regulator has worked to ensure that this document is accessible but please contact us to obtain an alternative version if you are having difficulty or you have specific accessibility needs. Please call **1300 553 542** or email the name of the form and your needs to [enquiries@cer.gov.au](mailto:enquiries@cleanenergyregulator.gov.au)

1. https://onlineservices.cer.gov.au/ [↑](#footnote-ref-2)
2. https://cer.gov.au/schemes/australian-carbon-credit-unit-scheme/how-to-participate-accu-scheme/making-changes-to-your-project [↑](#footnote-ref-3)
3. https://cer.gov.au/about-us/our-policies/privacy-policy [↑](#footnote-ref-4)