

# Getting your WA Waterwell Driller's Permit

## Driller's Licencing

Each state and territory issues its own licences. To become licenced, applicants must demonstrate they have both the knowledge and skills to drill a bore in the class they are applying for.

*In accordance with the National Uniform Drillers Licencing Committee (NUDLC), ADIA, as a non-government entity, is authorised to issue drilling Permits, not Licences. A WA Waterwell Permit is equivalent in status and recognition to the previous WA Waterwell Licence.*

## To get a WA permit, applicants must:

- Understand the compliance requirements of their state. In WA, applicants must complete the Module A Exam.
- Complete the national exams. Applicants need to complete a class level exam and relevant endorsement(s); the exam fee includes the cost of 1-2 endorsements. These exams are consistent across Australia so that national technical skills are common to a certain benchmark.

## Prerequisites:

Before applying for your WA Driller's Permit, you must have the following:

- For Class 1: Have been employed as a driller for at least 12 months
- For Class 2: Have held Class 1 and employed as a driller for at least 12 months
- For Class 3: Have held Class 2 for at least 12 months, and employed as a driller for at least 24 months.

The prerequisites are in place to ensure applicants have a level of drilling knowledge and skills for the relevant class and endorsement as identified on pages 25 and 26 of the [Minimum Construction Requirements Edition 4](#)

Please note, if you have completed other relevant drilling qualifications, wait time **MAY** be reduced. For details, contact ADIA.



## Classes of drillers' permit and endorsements

- Class 1 Single non-flowing aquifer
- Class 2 Multiple non-flowing aquifer
- Class 3 Artesian (flowing) aquifer/geothermal
- 4A Cable Tool endorsement
- 4B Auger endorsement
- 4C Rotary air endorsement
- 4D Rotary mud endorsement

## For all enquiries please contact:

Phone: (08) 6305 0466  
Email: [info@adia.com.au](mailto:info@adia.com.au)

# WA Waterwell Permit Application Process

## Evidence Requirements

⇒ **Exams:** (Module A, class level and endorsements) – These will be sent to the applicant’s postal address or email.

Applicants are given three months to complete exams (they may request an extension closer to due date). Resources will be provided to assist with answering questions. The pass mark for all exams is 80%.

⇒ **Bore Logs:** (Applicant is required to supply six logs: three of each endorsement applied for. (Or two of each endorsement when applying for more than two endorsements))

Each logged bore must be supervised onsite during construction and signed off by the supervisor driller. The supervisor driller must hold same class level permit and endorsements as applied for and have held the permit for a minimum of two years. The bore logs must be signed and accompanied by diagrams and calculations – company or handwritten are acceptable.

- **Class 1:** requires 6 x Class 1 bore logs.
- **Class 2 (choose one):**
  - Requires 6 x Class 2 bore logs **OR**
  - 6 x Class 1 bore logs and 3 x Class 2 bore logs.
- **Class 3 (choose one):**
  - Requires 6 x Class 2 bore logs and 3 x Class 3 bore logs **OR**
  - 6 x Class 3 bore logs..
- **Adding endorsement to existing permit.**
  - 6 x bore logs using endorsement applied for at the class level applied for.

⇒ **Screens and Gravel Pack course:** Applicants are encouraged to complete this course prior to their interview. If this is not possible, applicants are required to complete it within 12 months of receiving their permit.

⇒ **Confirmation letter of drilling experience, signed by drilling company:**

A cover letter is required as evidence. It can be brief, please see example below:

*“name of driller” commenced working for “name of company” “date”*

## Once your exams are completed:

Return your exams to ADIA for marking, allow up to 4 weeks for results. Exams must be scanned and sent in PDF format – there are a multitude of mobile scanning apps available for those completing exams on swing.

**Please Note: Photos of exam papers will not be accepted for marking.**



**Please note!** There is no set deadline for submitting evidence requirements. Exams are the only element with a deadline.

However, it is recommended applicants submit evidence within a 12 month period.

# WA Permit Application Process

## Interview

Once you have submitted **ALL** evidence required, your application will be forwarded on to an adjudicator for approval to proceed to interview.

Applicants that are approved are required to book in a suitable interview time. Applicants must supply available timeslots before an interview can be booked.

### Completing your interview:

- You must bring valid photo ID to the interview.
- We recommend you bring any documentation that you normally use at work: books, tables, charts, calculator etc.
- Please allow up to four hours to complete.

## Awarded Permit

After the interview, adjudicators will review all evidence and advise if the applicant has been successful.

Some permit approvals may come with restrictions based on experience, or recommendations for further study to be completed. If training course certificates were not supplied with evidence, a successful applicant will need to supply evidence of completion within 12 months of being awarded permit.

A Statutory Declaration will be issued for applicants to sign.

### To receive their permit, all applicants MUST

- sign and return the Statutory Declaration,
- supply a passport style photo, AND
- pay the annual fee.

## Fees

All application fees are outlined in the following application form. Please be aware that all applications include an \$85 administration fee on top of class level/endorsement/upgrade fees.

Once you've been awarded your permit, you'll need to pay your **annual** renewal fee.

# WA Permit Application Form

|  |       |  |  |
|--|-------|--|--|
| Last name  |       | First name                             |  |
| Other names  |       | Date of Birth    /    /                |  |
| Street address   |       |  |  |
| City   | State | Post Code                              |  |
| Phone  |       | Email                                  |  |
| Postal address<br>(If different from street address)                                       |       |  |  |
| Company name<br>(If applicable)  |       |  |  |
| Company name contact<br>(at company)   |       | Email address<br>(for primary contact) |  |
| Accounts Email<br>(If applicable)  |       |  |  |
| Please send my exam(s): <input type="checkbox"/> By email <input type="checkbox"/> By post |       |  |  |

## NEW APPLICANTS

|   |             |   |                                    |
|---|-------------|---|------------------------------------|
| <b>Have you drilled and completed 6 x Class 1 bores?</b>  |             |   |                                    |
| <input type="checkbox"/> No   |             | <input type="checkbox"/> Yes                  |                                    |
| <b>How long have you been employed as a driller/driller's assistant?</b>  |             |   |                                    |
| <input type="checkbox"/> Less than 6 months   |             | <input type="checkbox"/> 6 months             | <input type="checkbox"/> 12 months |
| <input type="checkbox"/> More that 12 months  |             |   |                                    |
| <b>Have you completed any relevant drilling qualifications or training courses. Please include a copy with application.</b> |             |   |                                    |
| <input type="checkbox"/> No   |             | <input type="checkbox"/> Yes, please specify: |                                    |
| <b>Do you hold any driller licences?</b>  |             |   |                                    |
| <input type="checkbox"/> No   |             | <input type="checkbox"/> Yes, please specify: |                                    |
| State of issue:   | Licence No. | Expiry:                                       |                                    |

|  |                                |                                     |                                     |   |                                       |
|--|--------------------------------|-------------------------------------|-------------------------------------|---|---------------------------------------|
| <b>Which class of permit are you applying for?</b> |                                |                                     |                                     |   |                                       |
| <input type="checkbox"/> Class 1                   |                                | <input type="checkbox"/> Class 2    |                                     | <input type="checkbox"/> Class 3        |                                       |
| <b>Which drilling method endorsements?</b>         |                                |                                     |                                     |   |                                       |
| <input type="checkbox"/> Cable tool                | <input type="checkbox"/> Auger | <input type="checkbox"/> Rotary Air | <input type="checkbox"/> Rotary Mud | <input type="checkbox"/> Sonic Drilling | <input type="checkbox"/> Non Drilling |



# WA Permit Application Form

Application Fees for ADIA members. (Become a member [online](#))

|   |             |
|---|-------------|
| <input checked="" type="checkbox"/> *Administration fee (ex GST)  | \$85        |
| <input type="checkbox"/> Class 1 permit (incl 1-2 endorsements)   | \$475       |
| <input type="checkbox"/> Upgrade to Class 2 permit                | \$265       |
| <input type="checkbox"/> Upgrade to Class 3 permit                | \$265       |
| <input type="checkbox"/> Add additional endorsement to new permit | \$55 (each) |
| <input type="checkbox"/> Licence conversion                       | \$300       |
| <input type="checkbox"/> Add endorsement to existing permit       | \$150       |
| Total cost  |             |

Application Fees for non members.

|   |             |
|---|-------------|
| <input checked="" type="checkbox"/> *Administration fee (ex GST)  | \$105       |
| <input type="checkbox"/> Class 1 permit (incl 1-2 endorsements)   | \$685       |
| <input type="checkbox"/> Upgrade to Class 2 permit                | \$425       |
| <input type="checkbox"/> Upgrade to Class 3 permit                | \$425       |
| <input type="checkbox"/> Add additional endorsement to new permit | \$75 (each) |
| <input type="checkbox"/> Licence conversion                       | \$300       |
| <input type="checkbox"/> Add endorsement to existing permit       | \$180       |
| Total cost  |             |

## Payment

Upon receipt of your application, we will send you an invoice. Payment can be made via direct deposit or credit card. Please indicate your preferred method of payment:

Please invoice my organisation. PO number (if required): \_\_\_\_\_

*Direct deposits are payable to Australian Drilling Industry Association:*

*Westpac BSB: 033-138 Account: 267075*

I would like to pay by credit card.

Signature

Date

**CLASS 1 BORE LOG (Minimum 6 bores required)**

Driller's name: \_\_\_\_\_

| BORE NAME / NUMBER | APPROX DATE Completed | DEPTH (m) | CASING |         | Drilling Method ***** | Type of Screen | GRAVEL PACKED | Method of Sealing Deployed | Assessed YIELD m <sup>3</sup> /day or litres/sec | Supervisors Name & Permit No.                       | Supervisors Signature & Contact Details |
|--------------------|-----------------------|-----------|--------|---------|-----------------------|----------------|---------------|----------------------------|--|---|---|
|                    |                       |           | TYPE   | SIZE mm |                       |                |               |                            |  |   |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |
|                    |                       |           |        |         |                       |                |               |                            |  | Supervising Driller Name: _____<br>Permit No: _____ |   |

I confirm that:

I have observed on site the driller named operating the drilling rig and equipment, and I am satisfied with the named driller's competency in the operation of the drilling rig and equipment necessary to construct these and other water bores

I have supervised the driller named construct the water bores with my name and signature against, and that they completed them as the driller, competently and as far as possible to the Minimum Construction Requirements for Water Bores in Australia Edition 4.

Signature \_\_\_\_\_ Permit No. \_\_\_\_\_ Class \_\_\_\_\_ Endorsements \_\_\_\_\_

Signature \_\_\_\_\_ Permit No. \_\_\_\_\_ Class \_\_\_\_\_ Endorsements \_\_\_\_\_

Driller's name: \_\_\_\_\_

**CLASS 2/3 BORE LOG (Minimum 6 bores required)**

| BORE NAME / NUMBER   | 26D Permit Details                         | APPROX DATE Completed | DEPTH (m) | CASING |         | Endorsement (use drilling method key) | Type of Screen | GRAVEL PACKED | Method of Sealing Deployed | Assessed YIELD m <sup>3</sup> /day or litres/sec | Supervisors Name & Permit No.           | Supervisors Signature & Contact Details |
|--|--|-----------------------|-----------|--------|---------|---------------------------------------|----------------|---------------|----------------------------|--|---|---|
|  |  |                       |           | TYPE   | SIZE mm |                                       |                |               |                            |  |   |   |
|  | CAW Number:<br>Class of Driller Required*: |                       |           |        |         |                                       |                |               |                            |  | Supervising Driller Name:<br>Permit No: |   |
|  | CAW Number:<br>Class of Driller:           |                       |           |        |         |                                       |                |               |                            |  | Supervising Driller Name:<br>Permit No: |   |
|  | CAW Number:<br>Class of Driller:           |                       |           |        |         |                                       |                |               |                            |  | Supervising Driller Name:<br>Permit No: |   |
|  | CAW Number:<br>Class of Driller:           |                       |           |        |         |                                       |                |               |                            |  | Supervising Driller Name:<br>Permit No: |   |
|  | CAW Number:<br>Class of Driller:           |                       |           |        |         |                                       |                |               |                            |  | Supervising Driller Name:<br>Permit No: |   |
| Cement Calculations — Checked by licenced driller and attached |  |                       |           |        |         |                                       |                |               |                            |  |   |   |

I confirm that:

- I have observed on site the driller named operating the drilling rig and equipment, and I am satisfied with the named driller's competency in the operation of the drilling rig and equipment necessary to construct these and other water bores
- I have supervised the driller named construct the water bores with my name and signature against, and that they completed them as the driller, competently and as far as possible to the Minimum Construction Requirements for Water Bores in Australia Edition 4.

Signature \_\_\_\_\_ Permit No. \_\_\_\_\_ Class \_\_\_\_\_ Endorsements \_\_\_\_\_

Signature \_\_\_\_\_ Permit No. \_\_\_\_\_ Class \_\_\_\_\_ Endorsements \_\_\_\_\_

## CLASS 2/3 BORE LOG (Minimum 6 bores required)

### CEMENTING PROJECT

#### Class 2&3

For each bore, please include the following information:

- **CEMENT MIX or MIXES - SG:**
- **CEMENT MIX DETAILS (for each Mix):**
  - amount of cement, water, gel, additives to make 1 M3 of slurry
- **CEMENT QUANTITIES:**
  - M<sup>3</sup> pumped of slurry
  - M<sup>3</sup> pumped of follow fluid
- **DESCRIPTION OF CEMENTING METHOD USED:**
- **IF TREMIE:**
  - tremie diameter, material, depth
  - cementing pump
- **OTHER METHOD:**
  - describe the cementing method and include details of rods (size and depth), pump, tanks, tight-heads, packers etc (a drawing could be useful)
- **CALCULATIONS:**
  - mixes, volumes, pressures (uplift and pumping)
- **CEMENTING PUMP:**
  - model/make of pump, pump rate, pump pressure.

#### Class 3

In addition what has already been mentioned, for each Class 3 bore please include the following information:

- static water level in metres, below or above ground level
- type of drilling mud used including SG and any weighting material used
- show the calculation to determine required SG of the drilling mud, and amount of weighting material (if applicable)
- provide a sketch of headworks installed on the production bore, including flanges and valves etc.