

Manner and form determination pursuant to regulation 30 for reporting incidents

Hydrogen and Renewable Energy Regulations 2024

Immediately reportable incidents – comprehensive report

For the purposes of regulation 30(2) of the *Hydrogen and Renewable Energy Regulations 2024* (the HRE Regulations), it is determined that a comprehensive report of an *immediately reportable incident* is to be made in the following manner and form:

- a letter addressed to the Minister for Energy and Mining, which:
 - contains the following licensee details:
 - licensee name(s) (company and/or individual);
 - ABN/ACN (if applicable);
 - registered address;
 - licensee contact details (including postal address, email, phone number(s); contact person(s));
 - states that its purpose is to provide a comprehensive report of an *immediately reportable incident* pursuant to section 47(1)(b) of the *Hydrogen and Renewable Energy Act 2023*;
 - is accompanied by a comprehensive report on the incident that:
 - identifies the relevant immediately reportable incident, including the time and date of the occurrence of the incident, and the place where the incident occurred;
 - includes the information required by regulation 30(2);
 - is signed by a person (being either the licensee or a person authorised by the licensee) who has taken reasonable steps to review the report to ensure the accuracy of the information contained in the report (as per regulation 30(4));
- with all documentation to be:
- provided in electronic format (PDF format or equivalent); and
 - submitted via email to DEM.EnergyRegulation@sa.gov.au.

Reportable incidents

For the purposes of regulation 30(3)(b) of the Regulations, it is determined that a report of a *reportable incident* is to be made in the following manner and form:

- a letter addressed to the Minister for Energy and Mining, which:
 - provides the following licensee details:
 - licensee name(s) (company and/or individual);
 - ABN/ACN (if applicable);
 - registered address;
 - licensee contact details (including postal address, email, phone number(s), contact person(s));
 - states that its purpose is to provide a report of a *reportable incident* pursuant to section 47(2) of the *Hydrogen and Renewable Energy Act 2023*;
 - is accompanied by a report which includes the information required by regulation 30(3)(b) in relation to each incident to which the report relates;
 - is signed by a person (being either the licensee or a person authorised by the licensee) who has taken reasonable steps to review the report to ensure the accuracy of the information contained in the report as per regulation 30(4);

with all such documentation to be:

- provided in electronic format (PDF format or equivalent); and
- submitted via email to DEM.EnergyRegulation@sa.gov.au.

Dated: 31 March 2025

A handwritten signature in black ink, appearing to read 'M. Malavazos', enclosed within a hand-drawn oval shape.

MICHAEL MALAVAZOS
Director, Energy Regulation
Regulation and Compliance Division
Department for Energy and Mining
Delegate of the Minister for Energy and Mining