



# Third Party Provider & Broker Application for Accreditation

**Updated February 2025**

## About this form

Use this form to apply to the Native Vegetation Council (NVC) for accreditation as a Third Party Provider under the *Native Vegetation Act 1991* and the *Native Vegetation (Credit for Environmental Benefits) Regulations 2015*.

Indicate on the form whether you are also (or only) applying for the role of 'Broker'. Brokers can assist landholders by organising Significant Environmental Benefit (SEB) areas for offsetting clearance or SEB credit. Brokers are not responsible for any on-ground management.

Before you complete this application form, please familiarize yourself with the long-term responsibilities of Third Party Providers. Refer to the [Accredited Third Party Provider and SEB Credit Guide](#) and the NVC [Policy for Significant Environmental Benefit under the Native Vegetation Act 1991 and Native Vegetation Regulations 2017](#) for more information. All information can be found at [Department for Environment and Water | Offsetting](#) or by contacting the Native Vegetation Branch.

## Certificate of Accreditation

The NVC will issue a Certificate of Accreditation after assessing your skills, experience and capabilities. Your contact details and regions of operation (as entered on this form) will also be added to the [Accredited Third Party Providers List](#) on the DEW website.

Accreditation will be reviewed every 2 years. Note that the NVC can, at any time, deregister an Accredited Third Party Provider if it deems that obligations are not being met.

### For more information

#### Native Vegetation Branch

Department for Environment and Water

T (08) 8303 9777

E [nvc@sa.gov.au](mailto:nvc@sa.gov.au)

## Preparation of application

Please attach copies of the following documents:

- Public Liability Insurance and Professional Indemnity Insurance Certificate/s
- For sole traders only: Current National Police Certificate

### 1. Applicant and Company Contact Details

*Company information (where relevant) will appear on the Accredited Third Party Provider List on the DEW website and will be the point of contact for enquiries about your services.*

Applicant name:		Company name:	
Applicant phone number(s):		Company contact name and phone number (s):	
Public liability insurance ref:		Office street address:	
Professional indemnity insurance ref:		Company postal address:	
Company ABN:			
Applicant email:			
Company contact email:			
Company website address:			

### 2. Indicate the role(s) you are applying for

*Mark 'X' in the appropriate box.*

Third Party Provider including Broker	
Third Party Provider excluding Broker	
Broker only	

**3. Region/s of intended operation**

*Mark 'X' in the appropriate box/es for regions you wish to work in. You should have prior experience of operation in each Landscape SA region nominated.*

Alinytjara Wilurara		Limestone Coast	
Eyre Peninsula		Murraylands and Riverland	
Hills and Fleurieu		Northern and Yorke	
Kangaroo Island		SA Arid Lands	
Green Adelaide			

**4. Qualifications**

*List the names and key **qualifications** of those who will undertake the work you have nominated for. The following are desired:*

- *at least one person on the team should have a relevant degree in conservation / science or natural resources management OR*
- *at least one person should be an NVC Accredited Consultant OR*
- *there is demonstrated excellence in the operators' knowledge and experience in related fields (Question 5), which can be confirmed by two credible referees;*
- *at least one person has qualifications in Project Management or at least 5 years' experience in administration of projects/contracts (Question 5).*

Name	Years of related experience	Qualifications/Accreditations

**5. Experience**

Clearly demonstrate key **experience** in the delivery of native vegetation management and/or revegetation projects, including the management of SEB areas.

*For applicants applying as Third Party Providers to deliver on-ground outcomes, it is desirable that, within the last 5 years, either individually or collectively, the team members can demonstrate one or more project(s) in each nominated region of intended operation.*

*For applicants applying as Brokers, outline your experience relevant to working with landholders, developing plans, and facilitating agreements between parties.*

Project name/reference:	
Client:	Timeframe:
Size (ha):	Region:
Activities undertaken and role of team members:	
Project outcomes:	

*Copy and paste in additional tables or attach additional information to show more than one example*

**6. Referees**

*List the details of two referees that are familiar with your work. They will be contacted by the Native Vegetation Branch to verify your skills and capabilities.*

<b>Referee 1 Name:</b>			
Current position:			
Organisation:			
Relationship to applicant:			
Email:			
Office phone:		Office location:	
Mobile:			
<b>Referee 2 Name:</b>			
Current position:			
Organisation:			
Relationship to applicant:			
Email:			
Office phone:		Office location:	
Mobile:			

7. Bona fides	
<p>Has the applicant (or, in the case of a body corporate, a director) breached environmental legislation in the past?</p> <p><i>If yes, provide details.</i></p> <p><i>Legislation includes but is not confined to:</i></p> <ul style="list-style-type: none"> <li>• <i>Native Vegetation Act 1991 (SA)</i></li> <li>• <i>Natural Resources Management Act 2004 (SA)</i></li> <li>• <i>Landscape South Australia Act 2019</i></li> <li>• <i>Environment Protection Act 1993 (SA)</i></li> <li>• <i>Environment Protection and Biodiversity Conservation Act 1999 (Cth).</i></li> </ul>	
<p>Has the applicant (or, in the case of a body corporate, a director) been declared bankrupt or insolvent or is subject to a personal debt arrangement?</p> <p><i>If yes, provide details.</i></p>	
<p>Has the applicant been disqualified from managing corporations under Chapter 2D Part 2D.6 of the Corporations Act 2001 of the Commonwealth?</p> <p><i>If yes, provide details.</i></p>	

### Application fee

All applications must be accompanied by a prescribed fee of **\$560** that is exempt from GST. It is payable by cheque, money order or EFT bank transfer (use the bank details below). *Please advise the Native Vegetation Branch via email at [nvc@sa.gov.au](mailto:nvc@sa.gov.au) when you have completed an electronic funds transfer.*

Bank: ANZ

Account Name: DEW Debtors Account

BSB: 015 101

Account number: 838576855

### Processing of application

Your application will be assessed by the NVC's Native Vegetation Assessment Panel. Approval may take up to two months depending on the Panel's meeting schedule. You will receive a Decision Notification as soon as possible after the relevant Assessment Panel meeting.

## ALL APPLICANTS

By signing below, you certify your agreement to the following:

***I certify that*** - to the best of my knowledge, the information provided in this application is complete and correct and no information is false or misleading.

- I have the agreement of all parties identified in this application to include their details in this application.
- I/the organisation I represent supports this application.
- I consent, on behalf of all parties, to this application being referred to third parties for assessment purposes.
- I understand that any changes associated with the information contained in this application relating to the eligibility for accreditation as a Third Party Provider must be disclosed to the Native Vegetation Council.
- I understand that the information provided in this application may be disclosed to various parties as deemed necessary by the Native Vegetation Council.
- I understand it is an offence under the *Criminal Code Act 1995* to provide false or misleading information.

## DECLARATION

**I hereby certify that the above information is accurate to the best of my knowledge and confirm the required items are attached.**

**Signed (Applicant):** .....

**Name (please print):** .....

**Date:**     /     /

### Forward your application to:

*Native Vegetation Council  
C/- Native Vegetation Branch  
Department for Environment and Water  
GPO Box 1047  
ADELAIDE SA 5001  
Email: [nvc@sa.gov.au](mailto:nvc@sa.gov.au)  
Fax: (08) 8303 9780*

### OFFICE USE ONLY

**Date received:**

**Assessor:**