

# Littering and Illegal Dumping Reporting Form

Waste Reduction and Recycling Act 2011

Department of Environment and Heritage Protection (EHP)



Queensland Government

This form is to be used if you have witnessed an act of illegal dumping or littering and wish to report the incident to EHP. This form should only be used if you are unable to complete and submit the online form.

EHP can issue an infringement notice to the registered owner of a vehicle based on your report. You may be required to give evidence in court, only submit your report if you are willing to do so.

Fields marked with \* are mandatory for a valid report.

## 1. Did you personally observe the incident?\*

Yes

No

You are not able to submit a Littering or Dumping report form if you are not the eye witness of the incident

## 2. Do you know the person who deposited the waste?\*

Yes

No

## 3. Are you prepared to go to court if necessary?\*

Yes

This means you may be required to give evidence in court

No

## 4. What did you see?\*

Littering

< 200L (a wheelie bin is 200L)

Dumping

> 200L

## 5. Date of incident:\*

Day / Month / Year

## 6. Time of incident:\*

: am/pm

## 7. Name of any other witness to the alleged offence (if applicable)

## Incident details

### 8. Location at which you observed the Incident:\*

Please provide a location description (street/road, nearest corner, cross street or landmark e.g. bridge, car park, building name, GPS/SatNav coordinates, northbound, southbound etc).

If the location is broad (e.g. Bruce Highway) please include the closest intersection, landmark or identifiable map reference

### 9. Nearest suburb or town\*

Local government area (if known)

### 11. Do you have any further information to provide?\*

This can include photos, videos, file notes or any information you believe is related to this report

Yes  > please email to [infringement.notices@ehp.qld.gov.au](mailto:infringement.notices@ehp.qld.gov.au) or attach to this report

No  > continue to question 12

## Substance type\*

### 12. Littering substance:

If a littering offence was witnessed, please select the substance from the following list. If a dumping offence was witnessed, please proceed to question 13.

- |  |                          |  |                          |
|--|--------------------------|--|--------------------------|
| cigarette butt                                 | <input type="checkbox"/> | litter up to 200L in quantity                | <input type="checkbox"/> |
| broken glass on footpath                       | <input type="checkbox"/> | sharps/medical waste                         | <input type="checkbox"/> |
| lit cigarette                                  | <input type="checkbox"/> | small item of litter (Please describe below) | <input type="checkbox"/> |
| lit cigarette thrown onto combustible material | <input type="checkbox"/> | other (please describe below)                | <input type="checkbox"/> |

### 13. Dumping substance:

If a dumping offence was witnessed, please select a substance from the following list. If you have already selected a littering substance proceed to question 14.

- |                                   |                          |   |                          |
|-----------------------------------|--------------------------|---|--------------------------|
| animal/meat waste                 | <input type="checkbox"/> | soil materials                              | <input type="checkbox"/> |
| asbestos                          | <input type="checkbox"/> | plastic bags—contents unknown               | <input type="checkbox"/> |
| cars, bodies and parts            | <input type="checkbox"/> | sharps/clinical waste                       | <input type="checkbox"/> |
| construction and demolition waste | <input type="checkbox"/> | tyres                                       | <input type="checkbox"/> |
| drums                             | <input type="checkbox"/> | white goods, electronic waste and furniture | <input type="checkbox"/> |
| garden waste                      | <input type="checkbox"/> | other (please describe below)               | <input type="checkbox"/> |

## Offender's action

### 14. Please indicate how you saw the item(s) being deposited:\*

- |                                 |                          |  |                          |
|---------------------------------|--------------------------|--|--------------------------|
| from vehicle/vessel             | <input type="checkbox"/> | on ground <i>after</i> getting out of vehicle/vessel | <input type="checkbox"/> |
| uncovered load                  | <input type="checkbox"/> | on ground <i>before</i> getting into vehicle/vessel  | <input type="checkbox"/> |
| fell or blew off vehicle/vessel | <input type="checkbox"/> | combination of two of the above                      | <input type="checkbox"/> |

### 15. Approximate volume:\*

- |                     |                          |                                  |                          |
|---------------------|--------------------------|----------------------------------|--------------------------|
| single item (small) | <input type="checkbox"/> | multiple items (<200L in volume) | <input type="checkbox"/> |
| single item (large) | <input type="checkbox"/> | multiple items (>200L in volume) | <input type="checkbox"/> |
| wheelie bin-sized   | <input type="checkbox"/> | car trailer-sized                | <input type="checkbox"/> |
|                     |                          | Half truckload                   | <input type="checkbox"/> |

## Offender's vehicle details

### 16. Please select the type of vehicle involved in the incident:\*

- vehicle  vessel  trailer

### 17. Vehicle details:

Your information enables us to crosscheck the vehicle details with the Department of Transport and Main Roads to avoid mistakes and vexatious reporting. Insufficient or incorrect information may result in your report not being processed.

Registration:\*

State:

Make:\*

Model:

Shape:\*

Colour:

Other distinguishing features

## Offender's details

### 18. Location in vehicle:\*

- |                     |                          |                      |                          |
|---------------------|--------------------------|----------------------|--------------------------|
| driver              | <input type="checkbox"/> | rear right passenger | <input type="checkbox"/> |
| front passenger     | <input type="checkbox"/> | other/unknown        | <input type="checkbox"/> |
| rear left passenger | <input type="checkbox"/> |                      |                          |

### 19. Gender\*

Male  Female  Unknown

### 20. Description of offender (if seen):

Continued over page...

# Littering and Illegal Dumping Reporting Form

Department of Environment and Heritage Protection (EHP)



## Witness (your) details

21. Please provide details below\*

Title:*	Given name/s:*
<input type="text"/>	
Family name:*	
<input type="text"/>	
Residential address:*	
<input type="text"/>	
Postal address: (if same as residential, write 'AS ABOVE')	
<input type="text"/>	
Daytime contact phone number:	Date of birth
<input type="text"/>	Day      Month      Year
	/      /
Email address:	
<input type="text"/>	

22. Would you like to receive further information from EHP? emails, flyers

Yes

No

### Witness declaration\*

I declare that the information contained in this report is true and correct to the best of my knowledge and that I am willing to give evidence in court if required.

**Note:** It is an indictable offence to intentionally or negligently provide false or misleading information, penalties may apply.

23. Signature  Date

dd/mm/yy

### Enquiries

If you have any enquiries regarding your lodgement please contact EHP

Phone: 13 QGOV (13 74 68)

Email: [infringement.notices@ehp.qld.gov.au](mailto:infringement.notices@ehp.qld.gov.au)

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Affix stamp here

*Penalty Infringement Notices  
Department of Environment and Heritage Protection  
GPO Box 2454  
Brisbane City QLD 4001*

Fold Here

**Privacy Statement:** The Department of Environment and Heritage Protection collects the information on this form under the *State Penalties Enforcement Act 1999* so that the identity of the person who is alleged to have committed the offence may be established. This information is accessible by the other Queensland Government departments and may be used for law enforcement purposes. The information is also accessible by authorised departmental officers and some information may be disclosed to other Queensland Government departments and interstate government authorities. The Department of Environment and Heritage Protection will not disclose your personal details to other third parties without your consent unless authorised by law. For further information please visit the EHP website <http://www.ehp.qld.gov.au/legal/privacy.html>