*Environmental Protection Act 1994*

Application to suspend an environmental authority

*This document is the approved form required under section 284B of the* Environmental Protection Act 1994 *(EP Act) for the holder of an environmental authority to request a suspension or extension of the suspension for that environmental authority.*

This application form can be used by the holder of an environmental authority to temporarily suspend an environmental authority or to extend a suspended environmental authorities suspension period. This means that the operation of all environmentally relevant activities (ERAs) approved under the environmental authority must cease during the suspension period. Annual fees will not be payable during the suspension period.

The suspension of an environmental authority does not limit certain provisions that can apply to a suspended authority or affect the continued application of provisions related to the authority (278B of the EP Act). This includes environmental evaluation and offence provisions, where conditions and compliance tools can be enforced on suspended authorities.

If you would like to have a pre-lodgement meeting:

* for prescribed ERAs 2, 3 and 4—contact the Department of Agriculture and Fisheries by email at **livestockregulator@daf.qld.gov.au**.
* for any other ERA—please fill out and lodge the form *Application for a Pre-Design/Pre-Lodgement Meeting* (ESR/2015/1664[[1]](#footnote-1)), prior to lodging this application form.

## Privacy statement

The Department of Environment, Science and Innovation is committed to protecting the privacy, accuracy and security of your personal information in accordance with the *Information Privacy Act 2009*. The department is collecting your personal information in accordance with section 284A and 284B of the *Environmental Protection Act 1994* in order to process your application. The information will only be accessed by authorised employees within the department. Some of this information may be given to the Department of Resources for the purpose of the joint regulation of mining activities. Some of this information may be provided to Queensland Treasury, the Scheme Manager under the *Mineral and Energy Resources (Financial Provisioning) Act 2018* (MERFP Act), or any advisors to the Scheme Manager to enable the Scheme Manager to carry out the Scheme Manager’s functions under the MERFP Act. Some of this information may be provided to the Rehabilitation Commissioner in accordance with the *Environmental Protection Act 1994* if accessing the information is necessary or convenient to be done in the performance of the Commissioner’s functions. Your information will not be given to any other person or agency unless you have given us permission or we are authorised or required by law. All information supplied on this form may be disclosed publicly in accordance with the *Right to Information Act 2009* and *Evidence Act 1977*. For queries about privacy matters email: **privacy@des.qld.gov.au** or telephone: 13 QGOV (13 74 68).

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| **GUIDE** | Application details |
| If you require assistance in answering any part of this form, or have any questions about your application please contact the relevant department. Contact details are at the end of this form The environmental authority number and details may be found on the existing environmental authority or quoted in other correspondence received from the administering authority. If more space is required for any responses, please attach additional information as a separate page.If there is an agent acting on behalf of the environmental authority holder, provide details in this section. An agent could be a consultant or a contact for the environmental authority holder. As statutory documents need to be sent to all applicants, this section can also be used when there are multiple environmental authority holders to nominate an address for statutory documentation to be sent ‘care of’ to. | Environmental authority number

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| ENVIRONMENTAL AUTHORITY NUMBERInsert reference number. |
| ENVIRONMENTAL AUTHORITY HOLDER NAMESInsert names. |

**Agent details/address for service**The address supplied here will also be used as a service address for sending statutory documents. If this section is left blank, statutory documents will be sent to the address previously supplied for the holder or principal applicant for the environmental authority.

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| INDIVIDUAL OR BUSINESS NAME (INCLUDE TRADING NAME IF RELEVANT)Insert name. |
| RESIDENTIAL ADDRESS OR REGISTERED BUSINESS ADDRESS (NOT A POST OFFICE BOX ADDRESS)Insert address. |
| CONTACT PERSONInsert name. |
| PHONE Insert phone no. | FACSIMILEInsert fax no. |
| EMAILInsert email. |

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| Describe the reasons for the suspension or extension of the suspension. Include any relevant events that have led up to this application e.g. hazardous spills. Also describe any activities that will be occurring on site during the suspension period.  | Describe the reason for the suspension or extension of the suspension

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| REASON FOR THE SUSPENSION OR EXTENSION OF THE SUSPENSIONInsert reason. |

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| Only a person with appropriate environmental expertise and/or experience in planning and executing site operations should sign this compliance statement. This person may be the environmental authority holder, a full-time employee of the environmental authority holder or a consultant to the environmental authority holder.Methods to verify compliance may include a desktop assessment of documentation, an interview with the landowner / holder or a field operator or a site inspection. Evidence used may include photographs, statements and other documentation (maps, plans, approvals, monitoring results etc).  | Compliance statement*This compliance statement must be completed by, or on behalf of the environmental authority holder.* Attach a separate document to this application form which states the extent to which the activities carried out under the environmental authority have complied with each condition of approval Describe the qualifications and experience of the person signing the compliance statement.

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| Insert description. |

Provide details of the date, method and evidence used to verify compliance and accuracy.

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| Insert detail. |

Provide the contact number of the person signing the compliance statement

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| Insert number. |

I , (insert name and position of person making the compliance statement)* Make the compliance statement by or for the holder of the environmental authority.
* Confirm that, to the best of my knowledge, all information provided as part of this compliance statement, including attachments, is true, correct and complete. I am aware that it is an offence under section 480 of the *Environmental Protection Act 1994*, to give the administering authority information that I know, or ought to know, is false or misleading in a material particular. I am also aware that it is an offence under section 480A of the *Environmental Protection Act 1994*, to give the administering authority a document that contains incomplete information in a material particular.
* Confirm that, to the best of my knowledge, this compliance statement, including attachments, does not include false, misleading or incomplete information.
* Confirm that, to the best of my knowledge, I have not knowingly failed to reveal any relevant information or document to the administering authority.
* Confirm that, to the best of my knowledge, all information provided in this compliance statement, including attachments, address the relevant matters and are factually correct.
* Confirm that the opinions expressed in this compliance statement, including attachments, are honestly and reasonably held.
* I understand that all information supplied as part of this compliance statement, including attachments, can be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.

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| SIGNATURE  |
| DATEClick here to enter a date. |

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| The information provided here, will assist the administering authority to determine:* The risk of environmental harm occurring during the suspension period or extended period of suspension.
* The likelihood of action being required to rehabilitate or restore and protect the environment because of environmental harm being caused during the suspension period or extended period of suspension.
 | Environmental impactProvide the following detail:An assessment of whether environmental harm will occur, or has the potential to occur, during the suspension period or extended period of suspension. A description of management/mitigation measures that will be implemented to manage any environmental risk during the suspension period or extended period of suspension. Include timeframes for implementing the management/mitigation measures.

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| DETAILSInsert detail. |

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| The proposed suspension period must be for 1-3 whole years from the next anniversary day for the environmental authority. If extending the suspension period, the proposed period must be for 1-3 whole years from the day the existing suspension period ends.To terminate the suspension either before the suspension takes effect or during the suspension period, written notification must be given to the administering authority, accompanied by the proportion of the annual fee for the period when the suspension terminates to the next anniversary day (see section 179 of the Environmental Protection Regulation 2019). For example, where the suspension is terminated 73 days before the next anniversary day one-fifth of the annual fee is payable (73 divided by 365 gives 0.2 which is 20% or one fifth). | Nominate the proposed suspension period or extension of suspension period

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| START DATE (NEXT ANNIVERSARY DAY OR THE END OF THE EXISITNG SUSPENSION PERIOD)Click here to enter a date. | END DATE (ANNIVERSARY DAY)Click here to enter a date. |

**Note:** The nominated suspension period cannot commence before the next anniversary day, or for an extension to the suspension period, it cannot commence before the existing suspension period ends. The suspension or extension of suspension period must be one, two or three whole years from the nominated start date. For example, if this application is made in April 2019 and the next anniversary day for the environmental authority is 18 June 2019, the suspension period must start on 18 June 2019, finish on 18 June 2020, 18 June 2021 or 18 June 2022. You must not commence or continue the operation of any activities approved under the environmental authority while the environmental authority is suspended.Annual fees will become payable once the suspension period ends. |
| Where there is more than one holder of the environmental authority, this declaration is to be signed by all holders, unless there is an agreement between all holders that one can sign on behalf of the other. **Note:** If only one holder is signing this application form, they are committing all holders to the content of the application and the declaration. Where the environmental authority holder is a company, this form must be signed by an authorised person for that company.   | Declaration**Note:** If you have not told the truth in this application you may be prosecuted.Where an agreement is in place between all holders of the environmental authority that one holder can sign on behalf of the other joint holders, please tick the below checkbox. [ ]  I have the authority to sign this form on behalf of all the joint holders of the environmental authority. I declare that:* I am the holder of the environmental authority or an authorised signatory for the environmental authority holder.
* The information provided is true and correct to the best of my knowledge.
* I understand that it is an offence under section 480 of *the Environmental Protection Act 1994* to give to the administering authority or an authorised person a document containing information that I know is false or misleading in a material particular.
* I understand that under section 480A of the Environmental Protection Act 1994 that, if I am required to give a document to the administrating authority or an authorised person, it is an offence to give a document that contains incomplete information in a material particular.
* I understand that failure to provide sufficient information may result in the application being refused.
* I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.

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| ENVIRONMENTAL AUTHORITY HOLDER’S NAME Insert name. |
| SIGNATURE |
| POSITION OF SIGNATORYInsert position. | DATEClick here to enter a date. |
| JOINT HOLDER’S NAME (IF APPLICABLE)Insert name. | JOINT HOLDER’S SIGNATURE (IF APPLICABLE) |
| JOINT HOLDER’S NAME (IF APPLICABLE)Insert name. | JOINT HOLDER’S SIGNATURE (IF APPLICABLE) |

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|  | **Applicant checklist**[ ]  Application form has been signed and all questions completed.[ ]  Supporting information attached (if applicable)[ ]  Fees paid or enclosed |
| **Further information**The latest version of this publication and other publications referenced in this document can be found at **www.qld.gov.au** using the relevant publication number (ESR/2015/1728 for this document) as a search term. | Please return your completed application kit to**For ERA 2, ERA 3 or ERA 4**

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| **Post:**Senior Environmental ScientistAnimal IndustriesDepartment of Agriculture and FisheriesPO Box 102TOOWOOMBA QLD 4350 | **Enquiries:**Phone: 13 25 23Fax: (07) 4529 9233Email: **livestockregulator@daf.qld.gov.au** |

**For all other ERAs**

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| **Post:**Department of Environment, Science and InnovationGPO Box 2454BRISBANE QLD 4001 | **Enquiries:**Permit and Licence ManagementPhone: 13 QGOV (13 74 68)Email: **palm@des.qld.gov.au** |
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1. This is the publication number. The publication number can be used as a search term to find the latest version of a publication at **www.qld.gov.au**. [↑](#footnote-ref-1)