Text

Description automatically generated

**Request for Compliance or Enforcement Action**

1. Please complete all sections below, cross where applicable and then sign. If completing a hardcopy application, please print clearly in ink using BLOCK letters.
2. You can send your completed form to [internalreviews@epa.vic.gov.au](mailto:internalreviews@epa.vic.gov.au) or EPA Victoria, GPO Box 4395, Melbourne, VIC 3001.
3. If you need assistance completing or lodging this webform please contact EPA at 1300 372 842 (1300 EPA VIC) or send an email to [contact@epa.gov.au](mailto:contact@epa.gov.au).

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| 1. **Applicant details** | | | | | | | | | | | | |
| **Confirm who is making the application** | | | | | | | | | | | | |
| X | Individual | | | | X | Authorised company representative  (You must also complete the ‘Declaration for authorised representative’ in section 9) | | | | X | Other authorised representative  (You must also complete the ‘Declaration for authorised representative’ in section 9) | |
| **Your personal details** | | | | | | | | | | | | |
| Surname: | | |  | | | | | | | | | |
| First name: | | |  | | | | | | | | | |
| Company name (if applicable): | | |  | | | | | | | | | |
| Company ACN (if applicable): | | |  | | | | | | | | | |
| Address of person / Company: | | | Suburb: Postcode: | | | | | | | | | |
| Address for correspondence (if different to above): | | |  | | | | | | | | | |
| Email: | | |  | | | | | | | | | |
| Phone number: | | |  | | | | | | | | | |
| **If you are representing the applicant, please provide your details below** | | | | | | | | | | | | |
| Organisation name (if applicable): | | |  | | | | | | | | | |
| Full name of representative: | | |  | | | | | | | | | |
| Address of person / Company: | | | Suburb: Postcode: | | | | | | | | | |
| Address for correspondence (if different to above): | | |  | | | | | | | | | |
| Email: | | |  | | | | | | | | | |
| Phone number: | | |  | | | | | | | | | |
| 1. **Grounds for the request** | | | | | | | | | | | | |
| **Are your interests affected by the contravention or non-compliance?** | | | | Yes | | | | X | No | | | X |
| If YES, you may apply directly to a Court for a civil remedy under Part 11.4 of the Act.  You do not have to continue with this form.  You may choose to continue to make a request. If you would like to continue, please explain how your interests are affected by the contravention or non-compliance? | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| If NO, you must continue with this form to make a request to the EPA to take compliance and enforcement action before you apply to a Court for a civil remedy.  Please outline why you are making this request to the EPA, including details of your interests or any other details you wish to provide to the EPA, in relation to the contravention or non-compliance. | | | | | | | | | | | | |
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| 1. **Details of the contravention or non-compliance** | | | | | | | | | | | | |
| Who is the individual or company alleged to have contravened the Act or a permission? | |  | | | | | | | | | | |
| What is the permission ID? (if applicable) | |  | | | | | | | | | | |
| What section of the Act do you allege that the individual or company is contravening or not complying with? | |  | | | | | | | | | | |
| What permission condition do you allege that the individual or company is not complying with? (if applicable) | |  | | | | | | | | | | |
| Address or location of the contravention or non-compliance: | | Suburb: Postcode: | | | | | | | | | | |
| Describe the nature of the contravention or non-compliance and any evidence to demonstrate this: | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| 1. **If you would like to request that EPA helps to facilitate a resolution to this matter, please provide details below** | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| 1. **Please provide any other information that may be relevant to this application** | | | | | | | | | | | | |
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| 1. **Attach supporting document(s) (optional)** | | | | | | | | | | | | |
| Please attach any supporting documentation to this form. | | | | | | | | | | | | |
| 1. **Privacy Collection Notice** | | | | | | | | | | | | |
| EPA collects your information to identify who is seeking a third party civil remedy and for what reason. This information may be used to investigate and evaluate non-compliance or contravention of the Environment Protection Act 2017.  Your information may be used to contact you for further detail about your application. It may also be used to initiate a conference between interested parties if you request and consent for EPA to do so. Additionally, if EPA proceeds with compliance or enforcement action related to your application, it may disclose your information as a part of any further action.  EPA may also disclose your information to take action under section 463 of the Environment Protection Act 2017 for the provision of any false information.  If you do not provide the information required by this form, including personal information, EPA may be unable to accept or process your application. You may contact EPA directly to request access to your personal information.  EPA’s Privacy Policy may be viewed here: <https://www.epa.vic.gov.au/epa-privacy-policy> | | | | | | | | | | | | |
| 1. **Declaration details** | | | | | | | | | | | | |
| I declare that the information that I have supplied in this application, and any attachments, are true and correct to the best of my knowledge.  I understand that is an offence under section 463 of the Environment Protection Act 2017 to provide false or misleading information to the EPA in support of this request. | | | | | | | Signature of applicant: | | | | | |
| Date: | | | | | |

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| 1. **Declaration for authorised representative** | |
| To be completed if you are acting on behalf of the applicant or on behalf of a company.  I (authorised representative/ Director of Company) ………………………………………………………………………..  of (address of person/ Company) ,  declare that I am acting on behalf of (name of person or company making the application)  ……………………………………………………………………in making this request for compliance or enforcement action. | |
| Signature of eligible person/Director of company:  Icon  Description automatically generated with medium confidence | Signature of authorised representative:  Icon  Description automatically generated with medium confidence |
| Date: Date: | |