



Government of **Western Australia**  
Department of **Environment and Conservation**

Your ref: L8484/2010/2  
Our ref: DEC1241  
Enquiries: Margaret Redfern  
Phone: 9622 8940  
Fax: 9622 8947  
Email: Margaret.redfern@dec.wa.gov.au

The Chief Executive Officer  
Shire of Kondinin  
PO Box 7  
Kondinin WA 6367

Dear Sir / Madam

***Environmental Protection Act 1986***

**Licence: L8484/2010/2**

**Occupier: Shire of Kondinin**

**Premises: Kondinin Landfill Site**

You are hereby advised that a licence under the *Environmental Protection Act 1986* (the Act) has been granted for the above premises. The Department of Environment and Conservation will advertise the issuing of this licence in the public notices section of The West Australian newspaper.

The licence is subject to the attached conditions. Under section 58 of the Act, it is an offence to contravene a licence condition. This offence carries a penalty of up to \$125,000, with a daily penalty of up to \$25,000.

In accordance with section 102(1)(c) of the Act, you are afforded 21 days to appeal the conditions of the licence. Under section 102(3)(a) of the Act, any other person may also appeal the conditions of the licence.

To make an appeal or check if any appeals have been made, contact the Office of the Appeals Convenor on 6467 5190. Please direct all other inquiries to the Licensing Officer above.

Yours sincerely

Peter Vassel  
Manager, Works Approval & Emissions Licensing Section

Date Thursday 18 August 2011

enc: Environmental Protection Act 1986 Licence L8484/2010/2

DIRECTOR GENERAL AND ENVIRONMENTAL SERVICES DIVISIONS: The Atrium, 168 St Georges Terrace, Perth, Western Australia 6000  
Phone: (08) 6467 5000 Fax: (08) 6467 5562 TTY: 1880 555 630

PARKS AND CONSERVATION SERVICES DIVISIONS: Executive: Corner of Australia II Drive and Hackett Drive, Crawley, Western Australia 6009  
Phone: (08) 9442 0300 Fax: (08) 9386 1578 Operations: 17 Dick Perry Avenue, Technology Park, Kensington, Western Australia 6151  
Phone: (08) 9219 8000 Fax: (08) 9334 0498 TTY: 9334 0546

POSTAL ADDRESS FOR ALL DIVISIONS: Locked Bag 104, Bentley Delivery Centre, Western Australia 6983  
www.dec.wa.gov.au  
wa.gov.au

**WESTERN AUSTRALIA**

**DEPARTMENT OF ENVIRONMENT AND CONSERVATION**

*Environmental Protection Act 1986*

**LICENCE**

**LICENCE NUMBER: L8484/2010/2**

**FILE NUMBER: DEC1241**

**NAME AND ADDRESS OF OCCUPIER:**

The Chief Executive Officer  
Shire of Kondinin  
PO Box 7  
KONDININ WA 6367

**NAME AND LOCATION OF PREMISES:**

Kondinin Landfill site  
Lot 29343 and 29344 on Plan 194268, Lot 23251 on Plan 147567  
KONDININ WA 6367  
(as depicted in Attachment 1)

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***Environmental Protection Regulations 1987***

**CLASSIFICATION(S) OF PREMISES:**

Category 64: Class II putrescible landfill site - less than 5000 tonnes per year  
Category 62: Solid waste facility

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**COMMENCEMENT DATE OF LICENCE: Monday, 5 September 2011**

**EXPIRY DATE OF LICENCE: Sunday, 4 September 2016**

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**CONDITIONS OF LICENCE:**

As described and attached:



.....

Officer delegated under Section 20  
of the *Environmental Protection Act 1986*

Date of Issue: Thursday, 18 August 2011

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DEPARTMENT OF ENVIRONMENT AND CONSERVATION

*Environmental Protection Act 1986*

LICENCE NUMBER: L8484/2010/2

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PREAMBLE

*The following statements in this Preamble either reflect important sections of the Environmental Protection Act 1986 or provide relevant background information for the licensee. They should not be regarded as conditions of Licence.*

**Applicability**

This licence relates to Kondinin Landfill Site, Lot 29343 & 29344 on Plan 194268, and Lot 23251 on Plan 147567, Kondinin, as depicted in Attachment 1, which is a prescribed premises within Schedule 1 of the *Environmental Protection Regulations 1987*, and includes, but is not necessarily limited to, the following operations:

- Burial of Class II putrescible waste;

This facility is prescribed within Schedule 1 of the *Environmental Protection Regulations 1987* as outlined in Table 1.

Table 1: Categories under which the premise is prescribed:

<b>Category number</b>	<b>Category name</b>	<b>Description</b>
64	Class II putrescible landfill site	Premises on which waste (as determined by reference to the waste type set out in the document entitled "Landfill Waste Classification and Waste Definitions 1996" published by the Chief Executive Officer and as amended from time to time) is accepted for burial.
62	Solid waste depot:	Premises on which waste is stored, or sorted, pending final disposal or re-use.

**Nominal Rated Throughput**

The nominal rated throughput of the premises covered by this Licence is in accordance with the following:

- Production or design capacity: Less than 5000 tonnes per year

Any increase greater than 10% above the nominal rated throughput listed shall not occur unless the licensee has been granted prior approval in writing from the Director under the provisions of the *Environmental Protection Act 1986*.

**Annual Reporting**

The licensee is reminded of the need to provide an annual monitoring report. The report requirements are outlined in the annual reporting condition. A proforma report is available upon request from the Department of Environment and Conservation.

**Emergency, Accident or Malfunction**

The licensee should be aware of the requirement to notify the Chief Executive Officer of any discharges of waste, in accordance with Section 72 of the *Environmental Protection Act 1986*. The licensee should inform the Regional Office, as soon as practicable, of the identification of any discharge of waste which has occurred as a result of an emergency,

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accident or malfunction, or extreme weather conditions, otherwise than in accordance with any condition of this licence and has caused or is likely to cause pollution.

#### **Alteration to Premises**

Prior to making any significant alterations to the premises which may affect the air, water or noise emissions from the premises the Licensee must submit a proposal to the Director accompanied by supporting information and plans, which allow the environmental impact of the change to be assessed.

#### **General Requirements**

The following statements reflect important sections of the *Environmental Protection Act 1986* and are included for the information of the licensee:

- Noise emissions from operations on site are required to comply with the *Environmental Protection (Noise) Regulations 1997*.
- The licensee should take all reasonable and practicable measures to prevent or minimise the discharge of waste and the emission of noise, odours or electromagnetic radiation from the premises.
- The licensee should inform the Director at least 24 hours prior to the commencement of any planned non-standard operations, which may have the potential to cause pollution

#### **Storage and Disposal of Used Tyres**

The storage and disposal of used tyres is controlled under the *Environmental Protection Regulations 1987*. Where more than 100 used tyres are to be stored at a landfill site, a licence is required. The licensee is encouraged to make used tyres available for reuse and/or recycling.

#### **Disposal of Asbestos and Clinical Waste**

Waste containing asbestos must be separated from all other waste materials where separation is reasonably practicable. All material containing asbestos must be wrapped in plastic to prevent the release asbestos fibres into the environment during transportation to the disposal site. Asbestos should be offloaded at the foot of the excavation at the landfill site in such a manner as to avoid the generation of dust and the release of asbestos fibres. Asbestos material should be buried as soon as possible following its arrival at the disposal site, with any load to be recorded on a register, defined by grid references on the site plan.

#### **Compliance with other Acts, Regulations and Policy**

The licensee should be aware that these conditions do not exempt them from other statutory obligations under the *Bush Fires Act 1954*, *Environmental Protection Act 1986* or *Health Act 1911*. Where there is conflict between the conditions set in this licence and any Act or Regulation, the latter takes precedence. Where appropriate, the licensee should be aware of and endeavour to comply with any other relevant legislation or documents issued by the Department of Environment and Conservation.

#### **Green waste**

The licensee should be aware that the Fire and Emergency Services Authority of Western Australia (FESA) control the burning of green waste during prohibited and restricted burning times under the *Bush Fires Act 1954*. The licensee should also be aware that one of the State's objectives is to divert green waste from landfills and should endeavour to implement strategies that will meet this objective.

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#### **Buffers**

In the past, landfills have caused significant offsite impacts to adjacent land, which have resulted in restrictions being placed on the landfill's operations. To minimise these impacts, a 35 metre internal buffer zone has been set in this licence, however this may not be adequate and the buffer distance set in the 'Code of Practice Rural Landfill Management' should be followed. Where appropriate buffer distances cannot be maintained and protected in the local authority's town planning scheme, the internal buffer distance may be increased to compensate for the loss of buffer distance.

### CONDITIONS OF LICENCE

#### DEFINITIONS

In these conditions of licence, unless inconsistent with the text or subject matter:

"approved"; and "approval" means approved and approval in writing respectively;

"AHD" means Australian Height Datum as defined by Geoscience Australia (a Federal Government agency) and forms the reference for the measurement and reporting of stack heights, land surface elevation and heights of water tables and the like;

"AS/NZS" means the most recent version (unless otherwise stated) of the specified Australian and New Zealand Standard as jointly published by Standards Australia International Ltd, Sydney and Standards New Zealand, Wellington;

"AS 1940" means the most recent version of the Australian Standard for the storage and handling of flammable and combustible liquids; (see also AS or Australian Standard);

"AS/NZS5667 or Australian Standard 5667" means the most recent version and the relevant parts of the Australian and New Zealand series of guidance standards on Water Quality Sampling; (see also AS/NZS);

"asbestos waste" means materials that contain asbestos as defined in the Environmental Protection (Controlled Waste) Regulations 2004;

"authorised person or inspector" means an authorised person or inspector as defined in sections 87 and 88 respectively of the *Environmental Protection Act 1986*;

"car tyre equivalents" are based on the following relativities:

- a) 1 truck tyre equals 7 car tyres;
- b) 1 light truck tyre equals 1.5 car tyres;
- c) 1 super single equals 14 car tyres; and
- d) 1 earth moving tyre equals 20 car tyres;

"clean fill" means material that will have no harmful effects on the environment and which consists of rock or soil arising from the excavation of undisturbed material. For material not from a clean excavation, it must be validated to have contaminants below relevant ecological investigation levels (as defined in the document *Assessment Levels for Soil, Sediment and Water, Department of Environment, 2003*);

"cover material" means subsoil or other approved inert waste used for the covering of waste;

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"Director" means the Director of the Environmental Regulation Division of the Department of Environment and Conservation and Conservation for and on behalf of the Chief Executive Officer as delegated under Section 20 of the *Environmental Protection Act 1986 (the Act)*;

"Director" or "Department of Environment and Conservation and Conservation" for the purposes of correspondence means:

Regional Leader – Industry Regulation  
Wheatbelt Regional Office  
Department of Environment and Conservation  
PO Box 100  
Narrogin WA 6312

Telephone: (08) 9622 8940  
Facsimile: (08) 9622 8947;

"DEC" means the Department of Environment and Conservation;

"garden waste or green waste" means biodegradable waste comprising plants and their component parts such as flower cuttings, hedge trimmings, branches, grass, leaves, plants, seeds, shrub and tree loppings, tree trunks, tree stumps and similar materials and includes any mixture of those materials;

"green waste storage area" means any area where greenwaste is stored pending processing and/or any area where there is a mulched greenwaste windrow;

"hardstand" means an area with a prepared (sealed) or natural surface which has a low permeability (i.e. having a hydraulic conductivity of less than  $10^{-9}$  metres per second at unit hydraulic gradient) which prevents escapes of any liquids from the surface into the subsoil and groundwater;

"Inert Waste Type 1" means waste as defined in the DEC document titled 'Landfill Waste Classification and Waste Definitions' 1996 (As amended December 2009);

"Inert Waste Type 2" means waste as defined in the document titled 'Landfill Waste Classification and Waste Definitions' 1996 (As amended December 2009);

"Inspector" means a person appointed to be an Inspector under Section 88 of the *Environmental Protection Act 1986 (the Act)*;

"internal buffer distance" means the distance from the boundary of the premises to any area on the premises used for disposal, storage or transfer of waste;

"*Landfill Waste Classification and Waste Definitions*" 1996 (As amended December 2009); means the DEC document of that name published by the Director General, Department of Environment and Conservation on 17 December 2009 pursuant to items 63, 64 65 and 66 in Schedule 1, Part 1 of the Environmental Protection Regulations 1987;

"licensee" means the Shire of Kondinin;

"mg/L" means milligrams per litre;

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"licensee" means the Shire of Kondinin;

"mg/L" means milligrams per litre;

"mm" means millimetre;

"mulched" means green waste shredded by a mechanical process into small pieces no larger than 15 x 15 x 100 millimetres;

"municipal waste" means collected by the kerbside by the local authority collection vehicle or its contractor;

"NATA" means the Australian National Association of Testing Authorities;

"premises" means Lot 29343 & 29344 on Plan 194268, and Lot 23251 on Plan 147567, Kondinin as depicted in Attachment 1;

"putrescible waste" means the organic component of the waste stream which can be decomposed by microbial action and become putrid and likely to cause obnoxious odours and attract (scavenging) birds or animals; putrescible waste includes food wastes or wastes of animal or vegetable origin;

"security mesh fence" means a stock fence with a minimum height of 1.1 metres;

"Special Waste Type 1" means waste which includes asbestos and asbestos cement products as defined in the 'Landfill Waste Classification and Waste Definitions' 1996 (As amended December 2009);

"Standard Methods for Examination of Water and Wastewater" means the most recent edition of the "Standard Methods for Examination of Water and Wastewater" as published by the American Public Health Association (APHA), the American Water Works Association (AWWA) and the Water Environment Federation (WEF), generally abbreviated to APHA-AWWA-WEF;

"SWL or standing water level" means the water level of any surface water or in any piezometer measured prior to sampling and expressed in metres AHD;

"surface water body" means any natural or artificial water course or wetland (as those terms are defined in the *Rights in Water Irrigation Act 1914*), dam or other impoundment and any other surface water exposed to the atmosphere;

"tipping area" means the area of the premises where waste currently being brought to the premises is being deposited; and

"windrows" means parallel rows of mulched greenwaste where each row is no more than 3 metres high and no more than 4 metres wide and separated by at least 5 metres of clear ground from any other row.

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**GENERAL CONDITIONS**

**WASTE ACCEPTANCE**

1. The licensee shall accept and bury only the following types of waste at the premises:
  - a) clean fill;
  - b) Inert Type 1 wastes;
  - c) Inert Type 2 wastes;
  - d) putrescible wastes;
  - e) Special Type 1 wastes; and
  - f) green waste

**SPECIAL WASTE TYPE 1 (ASBESTOS) MANAGEMENT**

2. The licensee shall ensure that asbestos waste or material containing asbestos is deposited at the premises according to the following requirements:
  - a) accept only asbestos waste or material containing asbestos which is sealed in double-lined or double bagged, heavy duty plastic sheeting of at least 0.2 millimetres thickness;
  - b) accept only asbestos waste or material containing asbestos, which is labelled or marked with the words "CAUTION – ASBESTOS" in letters not less than 50 millimetres high;
  - c) as soon as practicable and before compaction, cover the asbestos waste or material containing asbestos with a layer of soil at least 300 millimetres thick or with a layer of dense, inert and incombustible material at least 1 metre thick;
  - d) record as grid references on a premises plan all locations used for the disposal of asbestos waste or material containing asbestos and keep this plan as a permanent record;
  - e) keep a permanent register of each load of asbestos waste or material containing asbestos deposited at the premises, including the date, the name of person that deposited the asbestos or material containing asbestos and the vehicle registration number;
  - f) witness the covering of the asbestos waste or material containing asbestos and sign the register referred to above within two hours of the covering taking place;
  - g) not deposit any asbestos waste or material containing asbestos within two metres of the final tipping surface of the landfill;
  - h) operate the landfill such that any existing asbestos waste or material containing asbestos deposited at the premises remains undisturbed; and
  - i) make all records available for viewing or copying by an authorised person or inspector upon request.

**INERT WASTE TYPE 2 MANAGEMENT**

3. The licensee shall ensure that:
  - a) tyre stacks do not obscure fire protection equipment (including fire hydrants and fire hoses) or any related signage;
  - b) all tyres are stacked on their sides or if stored upright on their treads, are baled together with a securing device made from Non-Combustible Materials;
  - c) no more than five-hundred (500) used tyres are stored at the premises at any one time;

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- d) used tyres are stockpiled in windrows of less than one-hundred (100) tyres, with a minimum of three (3) metres between each stockpile and no greater than three (3) metres in height;
- e) tyres are only stored on level ground; and
- f) the tyres or tyre storage area is located at least six metres from any combustible material, wall, building or fence.

**BURIAL OF WASTE**

4. The licensee shall not bury, or allow the burying of, any waste on the premises.

**MANAGEMENT OF GREEN WASTE**

5. The licensee shall take the following measures relating to the management of green waste on the premises:
- a) green waste shall be stored in piles of up to 4m in height;
  - b) no more than 1000 m<sup>3</sup> of green waste shall be stored at any one time;
  - c) a 6m fire break shall be maintained around all areas used to store green waste;
  - d) all mulched green waste shall be stored in windrows;
  - e) temperatures within mulched green waste windrows shall be monitored on a weekly basis; and
  - f) windrows with an internal temperature exceeding 80 degrees Celsius shall be turned/mixed, or otherwise treated to reduce the temperature.

**ODOUR CONTROL**

6. The licensee shall ensure that odour emitted from the premises does not unreasonably interfere with the health welfare, convenience, comfort or amenity of any person who is not on the premises.

**HYDROCARBON / CHEMICAL STORAGE**

7. The licensee shall store all chemical containers (including liquid hydrocarbons) within a compound with a floor and bunds of a permeability of less than 10<sup>-9</sup> metres per second, designed to contain not less than 110% of the volume of the stored hydrocarbons, at least 25% of the total volume of substances stored in the compound and of sufficient capacity to capture rainfall, in accordance with the current version of Australian Standard 1940.

**FENCING**

8. The licensee shall maintain a stock fence of at least 1.1 metres high around the whole perimeter of the premises, except where there is a lockable gate that prevents access to the premises by persons not employed by the licensee.
9. The licensee shall ensure that any entrance gates to the premises are securely locked when the premises are unattended.

**SIGNAGE**

10. The licensee shall ensure that signs are prominently displayed at the premises that indicate:
- a) the hours of opening of the premises;
  - b) the types of wastes which may be deposited;
  - c) that fires must not be lit at the premises;
  - d) where wastes may be deposited; and
  - e) emergency contact phone numbers.

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**WIND-BLOWN WASTE**

11. The licensee shall ensure that wind-blown waste is contained within the boundaries of the premises.
12. The licensee shall ensure that any wind blown waste is removed from fences and from all access roads on a weekly basis.

**BURNING OF WASTE**

13. The licensee shall not burn or allow the burning of any non-green waste on the premises.
14. Where green waste is unable to be mulched or composted, and green waste is required to be burnt at the premises, the licensee, or a person nominated by the licensee, shall:
  - a) ensure the green waste is dry and seasoned for at least two (2) months before being burned;
  - b) ensure the green waste is burned in a designated burning area;
  - c) provide an adequate water supply and distribution system to prevent fires from escaping beyond the designated burning area;
  - d) burn green waste in a manner to minimise smoke generation;
  - e) burn green waste in windrows or trenches;
  - f) ensure burning does not commence before 0800 hours and the Fire Control Officer for the premises declares the area safe by 1200 hours on the same day; and
  - g) ensure from the time burning commences until the Fire Control Officer for the premises declares the area safe, there is/are:
    - (i) a fire fighting vehicle carrying at least 500 litres of water, fitted with at least 30 metres of 19 mm diameter rubber hose and with a pump capacity capable of delivering a minimum of 250 litres of water per minute at a minimum of 700 kPA through a nozzle capable of projecting water by spray or by jet; and
    - (ii) two (2) persons, who have fire fighting qualifications.
15. The licensee shall have procedures in place at the premises so that any unauthorised fire is promptly extinguished.
16. The licensee shall ensure that an unauthorised fire on the premises is extinguished as soon as possible.
17. The licensee shall provide the Director with a report on an unauthorised fire within 14 days of the fire and include:
  - a) details of the date, time and location of the fire;
  - b) the time the fire was declared safe by the Fire Control Officer for the premises; and;
  - c) the cause, or suspected cause, of the fire.

**STORMWATER MANAGEMENT**

18. The licensee shall direct storm water away from all active and inactive disposal areas within the premises.

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19. The licensee shall ensure storm water drains on the premises are kept clear of waste.
20. The licensee shall ensure that no storm water that has come in to contact with waste is diverted into a sump on the premises or otherwise retained on the premises.

PROTECTION OF GROUND AND SURFACE WATER

21. The licensee shall maintain an undisturbed separation distance of at least three metres between the base of the current and future disposal areas and the highest level of groundwater.
22. The licensee shall maintain a minimum of 100 metres between any existing or new tipping areas and any surface water body.

MONITORING CONDITIONS

COMPLAINTS

23. The licensee shall keep a record of all complaints received at the premises concerning the environmental impact of the premises. The record must be dated and provide the following:
  - a) the date and time of the complaint;
  - b) the method by which the complaint was lodged;
  - c) personal details (if any) provided by the complainant;
  - d) wind direction and temperature;
  - e) the nature of the complaint; and
  - f) the action taken by the licensee in relation to the complaint, including follow-up action.
24. The record referred to in condition 28 shall be available for viewing or copying during any inspection of the premises.

MONITORING AND REPORTING

25. The licensee shall provide to the Director a copy of the annual monitoring report containing the monitoring data required by any condition of this licence. The report shall contain data collected annually **from 1 September to 31 August** and shall be provided by **15 September each year**.
26. The licensee shall provide details of:
  - a) the number and severity of any fires on site;
  - b) the measures taken to suppress dust;
  - c) the measures taken to control windblown waste;
  - d) the average compaction rates; and
  - e) the number and type of complaints received including complainants name, address, nature of complaint (where appropriate cross referenced with prevailing wind directions) and action taken.

*The annual monitoring report should also include any changes to site boundaries, internal buffer zones, asbestos disposal areas, location of groundwater monitoring bores, surface drainage channels.*

*Any issues raised by the DEC (e.g. arising from inspections) during the reporting period should also be summarised together with details on how these have been*

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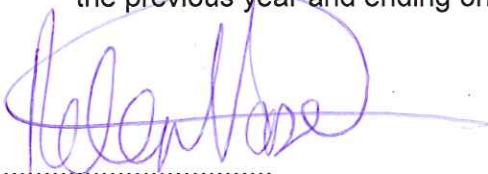
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*addressed/rectified or, if the required work has yet to be completed, how and when they will be rectified/completed.*

ANNUAL AUDIT COMPLIANCE REPORT

27. The licensee shall by 1 September in each year, provide to the Director an annual audit compliance report in the form in Attachment 2 to this licence, signed and certified in the manner required by Section C of the form, indicating the extent to which the licensee has complied with the conditions of this licence, and any previous licence issued under Part V of the Act for the premises, during the period beginning 1 August the previous year and ending on 31 July in that year.



.....  
Officer delegated under Section 20  
of the *Environmental Protection Act 1986*

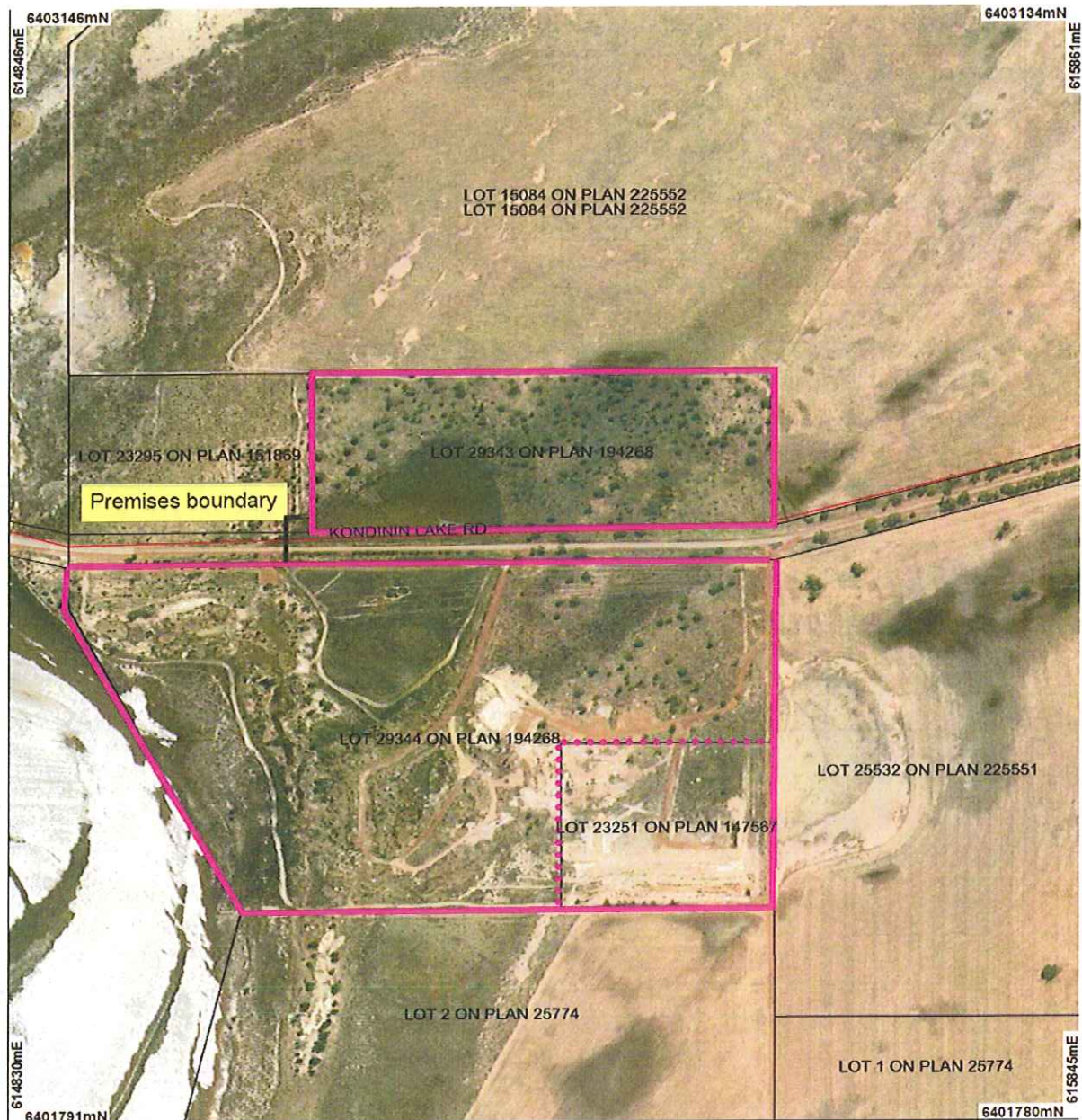
Date of Issue: Thursday, 18 August 2011

# ATTACHMENT 1 – PLAN OF PREMISES

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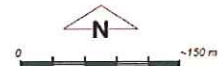
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## Plan of Premises - Kondinin Landfill



### LEGEND

- ILS Point Locations
- Road Centrelines
- Cadastre
- Kulin 80cm Orthomosaic - Landgate 2005



Scale 1:6250  
(Approximate when reproduced at Letter)

Geocentric Datum Australia 1994

Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

Prepared by: glens  
Prepared for:  
Date: 19/10/2010 12:21:22 PM

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



Department of  
Environment and Conservation

Our environment. our future  
WA Crown Copyright 2002

\* Project Data. This data has not been quality assured. Please contact map author for details.

## ATTACHMENT 2 – ANNUAL AUDIT COMPLAINT REPORT

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### SECTION A

#### LICENCE DETAILS

Licence Number:	Licence File Number:
Company Name:	ABN:
Trading as:	
Reporting period: _____ to _____	

#### STATEMENT OF COMPLIANCE WITH LICENCE CONDITIONS

1. Were all conditions of licence complied with within the reporting period? (please tick the appropriate box)

Yes ☐ Please proceed to Section C

No ☐ Please proceed to Section B

Each page must be initialed by the person(s) who signs Section C of this annual audit compliance report

INITIAL: \_\_\_\_\_

## ATTACHMENT 2 – ANNUAL AUDIT COMPLAINT REPORT

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### SECTION B

#### DETAILS OF NON-COMPLIANCE WITH LICENCE CONDITION.

Please use a separate page for each licence condition that was not complied with.

a) Licence condition not complied with?	
b) Date(s) when the non compliance occurred, if applicable?	
c) Was this non compliance reported to DEC?	
<input type="checkbox"/> Yes <input type="checkbox"/> Reported to DEC verbally    Date _____ <input type="checkbox"/> Reported to DEC in writing    Date _____	<input type="checkbox"/> No
d) Has DEC taken, or finalised any action in relation to the non compliance?	
e) Summary of particulars of non compliance, and what was the environmental impact?	
f) If relevant, the precise location where the non compliance occurred (attach map or diagram)	
g) Cause of non compliance	
h) Action taken or that will be taken to mitigate any adverse effects of the non compliance	
i) Action taken or that will be taken to prevent recurrence of the non compliance	

Each page must be initialed by the person(s) who signs Section C of this annual audit compliance report

INITIAL: \_\_\_\_\_

## ATTACHMENT 2 – ANNUAL AUDIT COMPLAINT REPORT

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### SECTION C

#### SIGNATURE AND CERTIFICATION

This Annual Audit Compliance Report may only be signed by a person(s) with legal authority to sign it. The ways in which the Annual Audit Compliance Report must be signed and certified, and the people who may sign the statement, are set out below.

Please tick the box next to the category that describes how this Annual Audit Compliance Report is being signed. If you are uncertain about who is entitled to sign or which category to tick, please contact the licensing officer for your premises.

If the licence holder is		The Annual Audit Compliance Report must be signed and certified:
an individual	<input type="checkbox"/> <input type="checkbox"/>	by the individual licence holder, or by a person approved in writing by the Chief Executive Officer of the Department of Environment and Conservation to sign on the Licensee's behalf.
A firm or other unincorporated company	<input type="checkbox"/> <input type="checkbox"/>	by the principal executive officer of the Licensee; or by a person with authority to sign on the Licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment and Conservation.
A corporation	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	by affixing the common seal of the Licensee in accordance with the Corporations Act 2001; or by two directors of the Licensee; or by a director and a company secretary of the Licensee, or if the Licensee is a proprietary company that has a sole director who is also the sole company secretary – by that director, or by the principal executive officer of the Licensee; or by a person with authority to sign on the Licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment and Conservation.
A public authority (other than a local government)	<input type="checkbox"/> <input type="checkbox"/>	by the principal executive officer of the Licensee; or by a person with authority to sign on the Licensee's behalf who is approved in writing by the Chief Executive Officer of the Department of Environment and Conservation.
a local government	<input type="checkbox"/> <input type="checkbox"/>	by the chief executive officer of the Licensee; or by affixing the seal of the local government.

It is an offence under section 112 of the *Environmental Protection Act 1986* for a person to give information on this form that to their knowledge is false or misleading in a material particular. There is a maximum penalty of \$50,000 for an individual or body corporate.

I/We declare that the information in this annual audit compliance report is correct and not false or misleading in a material particular.

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

(printed) \_\_\_\_\_

POSITION: \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

SEAL (if signing under seal)

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

(printed) \_\_\_\_\_

POSITION: \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_