



## Annual Audit Compliance Report Form

*Environmental Protection Act 1986, Part V Division 3*

Once completed, please submit this form either via email to [info@dwer.wa.gov.au](mailto:info@dwer.wa.gov.au), or to the below postal address:

Department of Water and Environmental Regulation  
Locked Bag 10  
Joondalup DC WA 6919

Section A – Licence details			
Licence number:	L7294/1998/11	Licence file number:	DER/2016/001700-2
Licence holder name:	Minerva Foods Australia Pty Ltd		
Trading as:	Minerva Foods Australia Pty Ltd		
ACN:	652 859 811		
Registered business address:	Unit 1 58 Metroplex Avenue, Murarrie QLD 4172		
Reporting period:	01/01/2023 to 31/12/2024		

Section B – Statement of compliance with licence conditions
Did you comply with all of your licence conditions during the reporting period? (please tick the appropriate box)
<input type="checkbox"/> Yes – please complete: <ul style="list-style-type: none"><li>• section C;</li><li>• section D (if required); and</li><li>• sign the declaration in Section F.</li></ul>
<input checked="" type="checkbox"/> No – please complete: <ul style="list-style-type: none"><li>• section C;</li><li>• section D (if required);</li><li>• section E; and</li><li>• sign the declaration in Section F.</li></ul>

Section C – Statement of actual production	
Provide the actual production quantity for this reporting period. Supporting documentation is to be attached.	
Prescribed premises category	Actual production quantity
Category 15: Abattoir	2,843.68 tonnes
Category 16: Rendering Operations	1,192.32 tonnes
Category 55: Livestock sale yard or holding pens	123,204 animals
Category 83: Fell mongering	123,204 Skins

Section D – Statement of actual Part 2 waste discharge quantity	
Provide the actual Part 2 waste discharge quantity for this reporting period. Supporting documentation is to be attached.	
Prescribed premises category	Actual Part 2 waste discharge quantity
Category 15: Abattoir	- 41,600 kL Wastewater - 1,119.74 tonnes Animal waste and manure (taken off premise)

Section E – Details of non-compliance with licence condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:	3.5.1	Date(s) of non-compliance:	June and July 2023
Details of non-compliance:			
No water quality sampling was completed on Melijinup Creek when water was present due to account mix up at the Lab.			
What was the actual (or suspected) environmental impact of the non-compliance?			
<b>NOTE</b> – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
No known environmental impact of non-compliance.			
Cause (or suspected cause) of non-compliance:			
Administration errors between laboratory and Minerva Foods.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Administration errors resolved to prevent re-occurrence.			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DWER verbally		Date: / /	
<input type="checkbox"/> Reported to DWER in writing		Date: / /	

Section E – Details of non-compliance with licence condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:	3.5.2	Date(s) of non-compliance:	March, July, September and December 2023
Details of non-compliance:			
Sampling of required analytes not conducted for certain monitoring bores <ul style="list-style-type: none"> <li>• Quarterly sampling missed in September 2023 and analytes missing December 2023, December will be available soon.</li> <li>• Annual sampling not completed on GQ1 and GQ4</li> </ul>			
What was the actual (or suspected) environmental impact of the non-compliance? <b>NOTE</b> – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
No known environmental impact of non-compliance.			
Cause (or suspected cause) of non-compliance:			
Lack of onsite personnel and training. Administration issues with sampling requirements and necessary sampling bottles/relevant sampling methodology.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Additional onsite training. Addressed administration issues/knowledge gaps to minimize likelihood of re-occurrence			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DWER verbally		Date: / /	
<input type="checkbox"/> Reported to DWER in writing		Date: / /	

Section E – Details of non-compliance with licence condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:	4.2.1	Date(s) of non-compliance:	January 2024
Details of non-compliance:			
Annual Environmental Report not submitted by 28 January 2023.			
What was the actual (or suspected) environmental impact of the non-compliance? <b>NOTE</b> – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
No known environmental impact of non-compliance.			
Cause (or suspected cause) of non-compliance:			
Delay in obtaining laboratory water quality data from December 2023 sampling.			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Request possible amendment of Prescribed Premise Licence conditions to change reporting date.			
Was this non-compliance previously reported to DWER?			
<input checked="" type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DWER verbally		Date: / /	
<input type="checkbox"/> Reported to DWER in writing		Date: 27 / 02 / 2023	

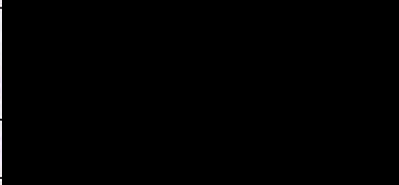
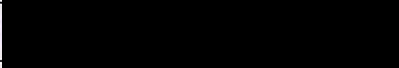
Section E – Details of non-compliance with licence condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:		Date(s) of non-compliance:	
Details of non-compliance:			
What was the actual (or suspected) environmental impact of the non-compliance?			
<b>NOTE</b> – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
Cause (or suspected cause) of non-compliance:			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DWER verbally	Date: / /		
<input type="checkbox"/> Reported to DWER in writing	Date: / /		

Section E – Details of non-compliance with licence condition			
Please use a separate page for each condition with which the licence holder was non-compliant at a time during the reporting period.			
Condition no:		Date(s) of non-compliance:	
Details of non-compliance:			
What was the actual (or suspected) environmental impact of the non-compliance? <b>NOTE</b> – please attach maps or diagrams to provide insight into the precise location of where the non-compliance took place.			
Cause (or suspected cause) of non-compliance:			
Action taken to mitigate any adverse effects of non-compliance and prevent recurrence of the non-compliance:			
Was this non-compliance previously reported to DWER?			
<input type="checkbox"/> Yes, and			
<input type="checkbox"/> Reported to DWER verbally		Date: / /	
<input type="checkbox"/> Reported to DWER in writing		Date: / /	

**Section F – Declaration**

I / We declare that the information in this Annual Audit Compliance Report is true and correct and is not false or misleading in a material particular<sup>1</sup>.

I / We consent to the Annual Audit Compliance Report being published on the Department of Water and Environmental Regulation's (DWER) website.

Signature <sup>2</sup> :		Signature:	
Name: (printed)		Name: (printed)	
Position:	Industry Affairs	Position:	
Date:	31/7/2024	Date:	
Seal (if signing under seal):			

<sup>1</sup> 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.

<sup>2</sup> AACRs can only be signed by the licence holder or an authorised person with the legal authority to sign on behalf of the licence holder.