*Waste Reduction and Recycling Act 2011*

Application for internal review of an original decision

This form is to be used when a person is dissatisfied with an original decision made under the Waste Reduction and Recycling Act 2011 to seek an internal review of that decision under section 178 of that Act. An application to review a decision does not stay the original decision. You may apply immediately to the chief executive (at Question 4 of this form) or the Queensland Civil and Administrative Tribunal (using [Form 44 Application to Stay a Decision](http://www.qcat.qld.gov.au/__data/assets/pdf_file/0012/101091/form-44-app-to-stay-a-decision.pdf)) for a stay of the original decision.

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| **GUIDE**  Question 1—The applicant details should be the same as in the original decision unless there have been changes. The ABN is the Australian business number; the ACN is the Australian company number and the AN is the association number. | 1. 1. | Applicant details   |  |  | | --- | --- | | NAME OF PERSON/COMPANY/ORGANISATION | ABN/ACN/AN (If relevant) | | CONTACT PERSON | PHONE NUMBER | | EMAIL | | | REGISTERED ADDRESS | | | POSTAL ADDRESS (IF DIFFERENT TO THE REGISTERED ADDRESS) | | |
|  | Details of the original decision to be reviewed   |  |  | | --- | --- | | TYPE OF DECISION | | | DECISION REFERENCE NUMBER | | | ISSUE DATE OF THE DECISION | DATE THE NOTICE OF THE DECISION WAS RECEIVED | |
| Question 2—This application must be made within 14 days of being given the information notice to which this application relates as per s. 176 of the *Waste Reduction and Recycling Act 2011.* |
| Question 3—This application must be supported by enough information to enable the application to be decided, as per s. 176 of the *Waste Reduction and Recycling Act 2011.* |  | Reasons for the review   |  | | --- | | DESCRIBE WHY THE ORIGINAL DECISION SHOULD BE REVIEWED |   Further documentation is attached (if necessary) |
| Question 4—As per s. 177 of the *Waste Reduction and Recycling Act 2011,* this application does not stay the original decision. However, the applicant may immediately apply for a stay of the original decision to the relevant entity (i.e. chief executive or QCAT). The stay may be given on conditions the relevant entity considers appropriate and the stay operates for the period fixed by the relevant entity; and the stay may be amended or revoked by the relevant entity. |  | Stay of original decision  Will you be applying for a stay of the original decision?  No—go to Question 5.  Yes—describe why the original decision should be stayed.   |  | | --- | | DESCRIBE WHY THE ORIGINAL DECISION SHOULD BE STAYED |   Further documentation is attached (if necessary) |
| **Privacy Statement**  The Department of Environment, Science and Innovation (the department) 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 s. 176 of the *Waste Reduction and Recycling Act 2011* in order to process your application for an internal review of a decision. The information will only be accessed by authorised employees within the department. 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](mailto:privacy@des.qld.gov.au) or telephone: 13 74 68 |  | Declaration  **Note:** If you have not told the truth in this application you may be liable for prosecution under the relevant Acts or Regulations.   * I apply for the review of the original decision made by the administering authority as detailed in this application. * The information provided is true and correct to the best of my knowledge. * I am aware that under section 264(1) of the *Waste Reduction and Recycling Act 2011*, it is an offence to produce or make use of a document or record that I know, or ought reasonably to know, is false or misleading in a material particular. * I am aware that under section 265 of the *Waste Reduction and Recycling Act 2011*, it is an offence to give the administering authority information that I know is false or misleading in a material particular. * If this application is in relation to Chapter 3 of the *Waste Reduction and Recycling Act 2011* (i.e. the waste levy), I am aware that under section 265A of the *Waste Reduction and Recycling Act 2011*, it is an offence to give a document to the administering authority that I know, or ought reasonably to know, contains incomplete information in a material particular. * 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*.  |  |  | | --- | --- | | Applicant’s signature: | | | Applicant’s Name: | | | POSITION TITLE:: | DATE: | |

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|  |  | Applicant checklist  Application form(s) completed and signed.  Supporting information attached (if applicable).  Each specific decision that you want reviewed.  Reasons why you believe each decision is unreasonable or inappropriate.  Documentation supporting your reasons. |
| **Further information**  The latest version of this publication and other publications referenced in this document can be found at [www.qld.gov.au](http://www.qld.gov.au) using the relevant publication number (ESR/2015/1633 for this document) as a search term. | Please submit your completed application to:   |  |  | | --- | --- | | **Email:**  [palm@des.qld.gov.au](mailto:palm@des.qld.gov.au)  **Regular or registered post:**  Permit and Licence Management  Department of Environment, Science and Innovation  GPO Box 2454  BRISBANE QLD 4001 |  | | **Enquiries:**  Permit and Licence Management  Phone: 1300 130 372 (Option 4)  Email: [palm@des.qld.gov.au](mailto:palm@des.qld.gov.au) | | |