

ANNUAL RETURN

Information on this form is required in accordance with the conditions of your licence issued under the *Waste Management and Pollution Control Act 1998*

Failure to provide the information requested and/or the provision of false or misleading information is an offence under the legislation and you may be liable for heavy penalties.

Section 1. Licence Details

LICENCE NUMBER	EPL209-01	REPORTING PERIOD	22/09/2023 – 21/09/2024
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Please check your contact details including 24 hour emergency contact in [NT EPA online](#) and update if necessary. The NT EPA website will be updated using the details provided online.

Were the contact details correct? YES / NO

Section 2. Statement of Compliance

Were all conditions of the licence complied with during the reporting period? YES / NO

If Yes, proceed to Section 4. If not, complete the table below (add more rows if required)

Details of Non-compliance				
Condition number	Date of non-compliance (dd/mm/yy)	Was NT EPA notified? (Yes / No)	If yes, date NT EPA notified (dd/mm/yy)	If yes, how was NT EPA notified? (e.g. phone, email, Pollution Hotline)
		If no, complete Section 3		
3	29/11/2024	No		
7	29/11/2024	No		
45	29/11/2024	No		

Section 3. Report of Non-compliance

Please supply the following details for each non-compliance not reported to the NT EPA identified in Section 2. Use a separate page for each non-compliance.

The date and time of the non-compliance.
29/11/2024
When the non-compliance was detected and by whom.
The non-compliance was detected by EPA and National Manager of Safety and Risk.
The actual and potential causes and contributing factors to the non-compliance.
The actual and potential cause was a delayed to update the EPA portal due to incorrect information.
The risk of environmental harm arising from the non-compliance.
Nil
The action(s) that have or will be undertaken to mitigate any environmental harm arising from the non-compliance.
Organisational details have been updated in the portal and licence renewed.
Corrective actions that have or will be undertaken to ensure the non-compliance does not reoccur.
<p>The National Manager of Safety & Risk has updated the organisation's details to reflect the current status. Users have been added to the online portal for the EPL to ensure the licence is renewed on time and correctly.</p> <p>The organisational Delegation of Authority manual has also been updated to grant the National Manager of Safety & Risk the authority to sign renewals.</p> <p>The annual fee has now been settled.</p>
If no action was taken, why no action was taken.

The date and time of the non-compliance.

29/11/2024

When the non-compliance was detected and by whom.

The non-compliance was detected by EPA and National Manager of Safety and Risk.

The actual and potential causes and contributing factors to the non-compliance.

The actual and potential cause was Sea Swift failed to supply the requested information within the 10 business days of the request. The organisation details in the portal have been updated to reflect the current changes in the organisation to ensure the relevant people are notified to ensure there are no further delays in reporting.

The risk of environmental harm arising from the non-compliance.

Nil

The action(s) that have or will be undertaken to mitigate any environmental harm arising from the non-compliance.

Organisational details have been updated in the portal and licence renewed and paid.

Corrective actions that have or will be undertaken to ensure the non-compliance does not reoccur.

The National Manager of Safety & Risk has updated the organisation's details to reflect the current status. Users have been added to the online portal for the EPL to ensure the licence is renewed on time and correctly.

The organisational Delegation of Authority manual has also been updated to grant the National Manager of Safety & Risk the authority to sign renewals.

If no action was taken, why no action was taken.

The date and time of the non-compliance.

29/11/2024

When the non-compliance was detected and by whom.

The non-compliance was detected by EPA and National Manager of Safety and Risk.

The actual and potential causes and contributing factors to the non-compliance.

The actual and potential cause was a delayed submission of licence renewal, the details of the organisation was not up to date with NT EPA.

Sea Swift failed to comply with Condition 45. The organisation has updated the EPA NT portal to ensure the notification is addressed to the correct position.

The risk of environmental harm arising from the non-compliance.

Nil

The action(s) that have or will be undertaken to mitigate any environmental harm arising from the non-compliance.

Organisational details have been updated in the portal and licence renewed and Annual Return has now been lodged.

Corrective actions that have or will be undertaken to ensure the non-compliance does not reoccur.

The National Manager of Safety & Risk has updated the organisation's details to reflect the current status. Users have been added to the online portal for the EPL to ensure the licence is renewed on time and correctly.

The organisational Delegation of Authority manual has also been updated to grant the National Manager of Safety & Risk the authority to sign renewals.

Sea Swift has lodged the Annual Return for approval, noting the non-conformance.

If no action was taken, why no action was taken.

Section 4. Signature and Certification

This declaration must only be signed by a person(s) with the legal authority to sign it. The ways in which the application may be signed, and the people who may sign the application, are set out in the categories below.			
If the licence holder is:	Check	The application must be signed and certified by one of the following:	
An individual		The individual.	
A partnership		A partner.	
A company		The common seal being affixed in accordance with the <i>Corporations Act</i> , or	
		Two directors, or	
		A director and a company secretary, or	
		If a proprietary company that has a sole director who is also the sole company secretary – by that director.	
A public authority		The Chief Executive Officer (CEO) of the public authority, or	
	✓	By a person delegated to sign on the public authority's behalf in accordance with its legislation (Please note: a copy of the relevant instrument of delegation must be attached to this application).	
I/We hereby declare that the information provided in this Annual Return and accompanying documents is to the best of my/our knowledge, true and correct.			
Signature		Signature	
Name (printed)	Thomas Trevenen	Name (printed)	
Position	National Manager Safety, & Risk	Position	
Date	06/12/2024	Date	
Seal (if signing under seal):			

Return the completed signed form to environmentalregulation@nt.gov.au