

**ANNUAL AUDIT AND COMPLIANCE REPORT  
ENVIRONMENT PROTECTION LICENCE**

LICENCE NO.	EPL31-04
REPORTING PERIOD	

Please email a copy of your completed AACR to [waste@nt.gov.au](mailto:waste@nt.gov.au).

**1. Licence Details**

ALL Licensees must check their Licence Details are correct.

If there are changes to any of these details you must advise the NT EPA by submitting a Change of Contact Details Form.

**Licence Details**

Licence Number: **EPL31-04**  
Commencement Date: 12 December 2013  
Expiry Date: 11 December 2020

**Licensee Details**

Legal Entity Name: Toll North Pty Ltd (T/A Toll NQX)  
ABN: 28 009 683 452  
ACN: 009 683 452  
Registered Business Address: Level 7, 380 St Kilda Road  
MELBOURNE VICTORIA 3004

Postal Address: PO Box 1958  
BERRIMAH NT 0828

Contact Person: David Bean  
Position Title: Branch Manager

Contact Details:  
b/h: 08 8944 1100  
email: [david.bean@tollgroup.com](mailto:david.bean@tollgroup.com)

**Location of Premises**

Name: TOLL NQX  
31 O'Sullivan Circuit  
Address: EAST ARM NT 0828

Telephone Numbers:  
b/h: 08 8944 1100

**24 hour emergency response**

Contact Person: David Bean – Branch Manager  
Telephone Numbers:  
b/h: 08 8944 1101

**Licensed Activity**

mobile: 0434840877

An activity of the type identified in Item 2 and 3, Part 2, Schedule 2 of the Act outlined below and as authorised by Table 1 below.

(2) Collecting, transporting, storing, re-cycling, treating or disposing of a listed waste on a commercial or fee for service basis, other than in or for the purpose of a sewage treatment.

## 2. Compliance with Licence Conditions

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
<i>Example</i>	<i>The Licensee must cause clear and legible signage to be displayed in a prominent location.</i>	<i>A sign is on the front door, photo attached.</i>	<i>Sign installed on 1 Feb 2013</i>
1.	The Licensee must notify the NT Environment Protection Authority (NT EPA) within 24 hours if there are changes to the details of the 24-hour emergency contact as provided on page one of this Licence.	Change of Branch Manager	8 <sup>th</sup> Jan 2015
2.	The Licensee must notify the NT EPA within 14 days if there are changes to the Licensee details shown on page one of this Licence.	Change of Branch Manager	8 <sup>th</sup> Jan 2015
3.	The Licensee must notify the NT EPA prior to making any operational change that will cause, or is likely to cause, an increase in the potential for environmental harm, environmental nuisance, material environmental harm or serious environmental harm.	No Incident	Ongoing
4.	The Licensee must pay an annual fee in accordance with the Act within 30 Business Days of the anniversary of the commencement date for each year that this Licence is in force.	Toll NQX Administration	12 <sup>th</sup> Dec 2014
5.	The Licensee must cause clear and legible signage, in English to be displayed in a prominent location at the entrance to the licensed premises including the following details: <ul style="list-style-type: none"> <li>• Environment Protection Licence number issued under the <i>Waste Management and Pollution Control Act</i>; and</li> <li>• 24 hour emergency contact details as provided on page one of this Licence.</li> </ul>	Toll NQX Office Reception	Ongoing
6.	The Licensee must cause a copy of this Licence to be available at all times on the licensee's Australian website.	NQX OH&S shared drive	Ongoing
7.	Where this Licence requires the provision of any notice, document or other correspondence to the NT EPA, the	Change of Branch Manager	8 <sup>th</sup> Jan 2015

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)																				
	<p>relevant contact is: Waste &amp; Resource Recovery NT EPA Physical Address: Level 2 Darwin Plaza, 41 Smith Street Mall, Darwin NT 0800 Postal Address: GPO Box 3675, Darwin NT 0801 Email: <a href="mailto:waste@nt.gov.au">waste@nt.gov.au</a></p>																						
8.	<p>All notices, documents or other correspondence required to be provided pursuant to this Licence must be provided in both hard and electronic form unless otherwise specified as a condition of this Licence.</p>	<p>NQX OH&amp;S shared drive and on file.</p>	<p>Ongoing</p>																				
9.	<p>The Licensee must not use a vehicle other than vehicles specified in Table 2 to transport the listed waste as specified in Table1.</p> <p><b>Table 2 – Authorised Vehicles</b></p> <table border="1" data-bbox="813 1126 1236 1901"> <thead> <tr> <th>MAKE</th> <th>MODEL</th> <th>REGISTRATION</th> <th>VEHICLE TYPE</th> </tr> </thead> <tbody> <tr> <td>Kenworth</td> <td>K104</td> <td>940 353</td> <td>Prime Mover</td> </tr> <tr> <td>Kenworth</td> <td>K104</td> <td>940 355</td> <td>Prime Mover</td> </tr> <tr> <td>Kenworth</td> <td>T409</td> <td>CA2 5HY</td> <td>Prime Mover</td> </tr> <tr> <td>Kenworth</td> <td>T409</td> <td>CA2 5JE</td> <td>Prime Mover</td> </tr> </tbody> </table>	MAKE	MODEL	REGISTRATION	VEHICLE TYPE	Kenworth	K104	940 353	Prime Mover	Kenworth	K104	940 355	Prime Mover	Kenworth	T409	CA2 5HY	Prime Mover	Kenworth	T409	CA2 5JE	Prime Mover		
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10.	<p>The Licensee must cause to be carried in the cabin of the vehicle being used for the purposes of transporting listed wastes, as prescribed under this Licence, a legible copy:</p>																						
	<p>10.1. of this Licence;</p>	<p>With drivers travel plan</p>	<p>Each trip</p>																				

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
	10.2. a manifest of the load being carried; and	With drivers travel plan	Each trip
	10.3. for interstate transport, a waste transport certificate.	With drivers travel plan	Each trip
11.	The Licensee must not collect, recycle, treat or dispose of listed waste other than the listed waste specified in Table 1.	N/A	
12.	The Licensee must maintain a log of each complaint, made in relation to the Activity, to any persons involved in the Activity. The log must include details of the following: <ul style="list-style-type: none"> <li>• the date and time of the complaint;</li> <li>• the contact details of the complainant if known, or where no details are provided a note to that effect;</li> <li>• the nature of the complaint;</li> <li>• the nature of events giving rise to the complaint;</li> <li>• prevailing weather conditions at the time of the complaint;</li> <li>• the action taken in relation to the complaint, including any follow-up contact with the complainant; and</li> <li>• if no action was taken, why no action was taken.</li> </ul>	No Complaint	
13.	The Licensee must maintain and implement an emergency response plan which documents the procedures to deal with emergencies associated with the licensed activity.	Emergency Response Flip Chart	2014
14.	The Licensee must ensure that all relevant personnel have received training in the implementation of the emergency response plan.	Inductions / Toolbox Talks	Ongoing
15.	The Licensee must ensure any plant and equipment used for the licensed activity:	Inspected by Fleet	Prior to use
	15.1. is fit for purpose;	Controlled by Linehaul Equipment	Planned Service
	15.2. is maintained;	DG Qualified and Trucksafe	Ongoing
	15.3. is operated by a person trained to use the plant or equipment; and		

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
	15.4. is operated by, or operated by a person accompanied by, a person trained to handle, store or dispose of listed waste in connection with the licensed activity.	DG Qualified and Trucksafe	Ongoing
16.	The Licensee must ensure all vehicles and equipment used in conjunction with the licensed activity are washed so as not to cause pollution.	Cleaned prior to loading	Ongoing
17.	The Licensee must dispose of the wastewater generated from the vehicle wash facilities so as not to cause pollution.	Sludge trap	General clean
18.	The Licensee must ensure there is no migration or overflow of contaminants beyond the boundaries of the land on which the premises are located.	Sludge traps	Ongoing
19.	The Licensee must cause all listed wastes to be delivered to a premises licensed to collect, store, re-cycle, treat or dispose of the listed waste.	Veolia and Toxfree	Ongoing
20.	The Licensee must comply with the <i>National Environment Protection (Movement of Controlled Wastes between States and Territories) Measure</i> , as varied from time to time.	Compliant	
21.	The licensed activity must not cause environmental nuisance.	Compliant	
22.	All records required to be kept by this Licence must be in a legible format.	2013 and 2014 EPA Waste Log	
23.	Listed waste records must be maintained in accordance with section 11 of the <i>Waste Management and Pollution Control (Administration) Regulations</i> .	2013 and 2014 EPA Waste Log	
24.	Listed waste records must include:		
	<ul style="list-style-type: none"> <li>• the date of collection;</li> <li>• the source of the Listed Waste;</li> <li>• the name of the transport company, if not the Licensee;</li> <li>• the vehicle registration;</li> <li>• a description of the Listed waste;</li> </ul>	2013 and 2014 EPA Waste Log	

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
	<ul style="list-style-type: none"> <li>• the quantity of the Listed Waste; and</li> <li>• the final destination of the Listed Waste.</li> </ul>		
25.	The Licensee must keep records of all non-compliances with this Licence.	OH&S/compliance shared drive	Ongoing
26.	The Licensee must as soon as practicable and in any case within 24 hours notify the NT EPA of non-compliances with this Licence.	Compliant, OH&S or Operations will contact EPA.	
27.	The Licensee must immediately and in any case within 24 hours notify the NT EPA of any potential or actual environmental harm or pollution by contacting the Pollution Hotline on telephone number 1800 064 567 and emailing <a href="mailto:waste@nt.gov.au">waste@nt.gov.au</a>	Compliant, OH&S or Operations will contact EPA.	
28.	The Licensee must comply with the requirements of section 14 of the <i>Waste Management and Pollution Control Act</i> .	Compliant	Ongoing
29.	The Licensee must complete the attached Annual Audit and Compliance Report (AACR), Appendix 1 and provide to the NT EPA a minimum of 20 Business Days prior to the anniversary of the commencement date of this Licence, for each year of this Licence noting that the NT EPA may require the Licensee to revise, amend and/or resubmit the AACR.	Completed	19 <sup>th</sup> Jan 2015

### 3. Summaries

#### Listed Waste

Description of Waste	Method <sup>1</sup>	Quantity						Unit (tonne, kL)
		Collected	Transported	Stored	Recycled	Treated	Disposed	
Acidic solutions or acids in solid form	IBC's and 205 litre drums	Yes	Yes	X	X	X	X	16678 kg 20498 ltrs
Ceramic-based fibres with physico-chemical characteristics similar to those of asbestos	N/A							
Containers that are contaminated with residues of liquid waste	N/A							
Cyanides (organic)	N/A							
Fire debris and fire washwaters	N/A							
Lead, lead compounds	N/A							
Mercury, mercury compounds	IBC's and 205 litre drums	Yes	Yes	X	X	X	X	4000 kg 16410 ltrs
Residue from industrial waste treatment or disposal operations	N/A							
Soils contaminated with a listed waste	N/A							
Waste mineral oils unfit for their original intended use	N/A							
Waste mixtures, or waste emulsions, of oil and water or hydrocarbon and water	IBC's and 205 litre drums	Yes	Yes	X	X	X	X	39000 kg 207860 ltrs



Waste resulting from surface treatment of metals and plastics	N/A							
Waste substances and articles containing or contaminated with polychlorinated biphenyls (PCBs), polychlorinated naphthalenes (PCNs), polychlorinated terphenyls (PCTs) and/or polybrominated biphenyls (PBBs)	N/A							

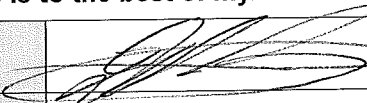
### Complaints Recording

Number of complaints recorded by the licensee during the reporting period (as required by condition 12 of the licence)	NIL
Summary of complaints	
Summary of outcomes	

### Notifications of potential or actual environmental harm or pollution

Number of events recorded by the licensee during the reporting period (as required by condition 12 of the licence)	NIL
Summary of events	
Summary of outcomes	

## 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:	Tick	The application must be signed and certified by one of the following:	
An individual	<b>X</b>	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).	
<b>I/We hereby declare that the information provided in this Annual Audit and Compliance Report and accompanying documents is to the best of my/our knowledge, true and correct.</b>			
Signature			Signature
Name (printed)	<b>David Bean</b>		Name (printed)
Position	<b>Branch Manager</b>		Position
Date	<b>19<sup>th</sup> January 2015</b>		Date
Seal (if signing under seal):			