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| --- | --- | --- | --- |
|  | Questions are followed by answer fields. Use the ‘Tab’ key to navigate through. Replace Y/N or Yes/No fields with your answer. | | |
| Notification under the *Environment Protection Act 2019* | | | |
| Before you fill in this form **Notifying the NT EPA of a change in proponent during an environmental impact assessment process**  If a proposed action, significant variation or strategic proposal has been referred to the NT EPA under the *Environment Protection Act 2019* (EP Act) and is in an environmental impact assessment process, it is the proponent’s responsibility to notify the NT EPA if the proponent changes.  In section 4 the EP Act, proponent means *a person proposing to carry out, or carrying out, an action*.  Please notify the NT EPA, in writing, that:   * the current proponent is no longer proposing to carry out an action; and * the proposed proponent proposes to carry out the action instead (to whom responsibility for the proposal will pass or has passed).   On the following pages is a form for completion by the current proponent and proposed proponent recommended to be submitted via email prior to, or within 30 business days after, the change of proponent, and at least 30 business days before the statutory timeframe for the NT EPA to complete an assessment report and recommendation to the Minister for approval/refusal.  **Note: A different process applies to transfer an environmental approval** (refer to Division 11 of the EP Act). | | | |
| **1. Proposal** | | | |
| Proposal name | |  | |
| NT EPA Reference number | | *(EP number)* | |
| **2. Current and proposed proponent details** | | | |
|  | | **Current proponent** | **Proposed proponent** |
| **Name (legal entity)** | |  |  |
| **Australian Company Number/s**  *(where proponent is not an individual)* | |  |  |
| **Registered office address**  *(not a PO box)* | |  |  |
| **Postal address** | |  |  |
| **Telephone number** | |  |  |
| **Email address** | |  |  |
| **Name of authorised proponent representative** | |  |  |
| **Position/title of authorised proponent representative** | |  |  |
| **Authorised proponent representative contact details** *(if different from the registered business details provided above)* | |  |  |
| **3. Joint venture** | | | |
| Is the current or proposed proponent implementing the proposal on behalf of other joint venture parties?  *(If yes, ensure you have included all legal ‘person/s’ and/or entities in Section 2)* | | | * Yes ☐ No |
| **4. Legal access** | | | |
| Does the proposed proponent own or have legal access to the land where the proposal is located? *(If yes, provide details)* | | | * Yes ☐ No |
| **5. Date of proposed change of proponent** | | | |
| Responsibility for the proposal will pass or has passed to:  *(proposed proponent names/s)* | | | |
| On the following date:  *(date of change)* | | | |
| **6. Current proponent declaration** | | | |
| I  *(full name and position title)*  declare that I am authorised on behalf of  *(current proponent names/s)*  to submit this form and further declare that the information contained in this form is true and not misleading | | | |
| Signature: | | | |
| Date: | | | |
| **7. Proposed proponent declaration** | | | |
| **I**  (full name and position title)  **declare that I am authorised on behalf of**  (current proponent names/s)  **to submit this form and further declare that the information contained in this form is true and not misleading.** | | | |
| Signature: | | | |
| Date: | | | |
| For office use only:  ☐ Timeframe for notification reviewed ☐ ACN confirmed ☐ Proponent correspondence filed | | | |
| How to submit Email your completed form to Environmental Assessments, Department of Environment, Parks and Water Security (DEPWS) at [eia.ntepa@nt.gov.au](mailto:eia.ntepa@nt.gov.au) Further information For further information, contact Environmental Assessments, DEPWS at [eia.ntepa@nt.gov.au](mailto:eia.ntepa@nt.gov.au) or phone 08 8924 4218. Collection notice **Purpose:** The purpose for the collection of information using this form is to provide the NT EPA with the relevant information needed to administer the *Environment Protection Act 2019*.  **Failure to collect information:** If the DEPWS does not collect this information, then correspondence will continue to be with the proponent last notified to the NT EPA/Minister and it may have implications in the Minister’s consideration of a fit and proper person under s 62 of the Environment Protection Act and environmental approval holder entity/name.  **Who is collecting the information:** The information is collected by the DEPWS, who provide services to the NT EPA/Minister.  **Who to contact for more information:** The [DEPWS Privacy Policy](https://depws.nt.gov.au/consultation-publications/privacy-policy) sets out how you can access and/or correct your personal information and how you can make a complaint if you feel we have not complied with the [*Privacy Act 1988*](https://www.legislation.gov.au/Details/C2014C00076).  All enquiries about access, correction or to make a complaint should be directed to the Privacy Officer on (08) 8999 4410 business days, 8.00am - 4.21pm or write to PO Box 496, Palmerston, NT 0831 or email [StrategicServices.DEPWS@nt.gov.au](mailto:StrategicServices.DEPWS@nt.gov.au) | | | |
| End of form | | | |