

# Internal Review of Decision Application

Water Supply (Safety and Reliability) Act 2008, section 513



Queensland  
Government

**Privacy Disclaimer:** Collection of the information provided in this approved form and any attachments is authorised under the *Water Supply (Safety and Reliability) Act 2008* and is being used for the purpose of notifying the Queensland Water Supply Regulator details of and the grounds on which the applicant seeks an internal review of the decision. The Department of Energy and Water Supply will endeavour to maintain any confidentiality of information relating to your form. However, consideration of your form may involve consultation and if so, details of your form may be disclosed to third parties. This information will not otherwise be disclosed outside of the department unless required or authorised by law (for example as under the *Right to Information Act 2009*).

**Note:** This is an approved form under the *Water Supply (Safety and Reliability) Act 2008*, to be used by an interested person to apply for an internal review of the original decision.

The definition of an interested person and the review and appeal rights under the *Water Supply (Safety and Reliability) Act 2008* are located in Chapter 7 of the *Water Supply (Safety and Reliability) Act 2008* which can be found at [www.legislation.qld.gov.au](http://www.legislation.qld.gov.au)

An internal review application must be made within 30 business days after the day the applicant is given a compliance notice or an information notice about the decision to which the application relates.

## 1. Applicant/s Details

Details of the interested person (an interested person is defined in section 510 of the *Water Supply (Safety and Reliability) Act 2008*). Attach a separate sheet (or photocopy) if more than one applicant.

Name of organisation / individual

ABN

ACN

Principal Contact

Title

Family name

Given name(s)

Position

Street address

Postcode

Postal address (if different from above)

Postcode

Telephone number

Fax number

Mobile number

Email address

Signature

Date (dd/mm/yyyy)

## 2. Details of Original Decision

Briefly state the original decision to be reviewed and attach a copy of the notice containing the decision.

### 3. Statement of the Grounds for Review

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State the grounds on which the applicant seeks an internal review of the decision, as required under section 513(1)(b) of the *Water Supply (Safety and Reliability) Act 2008*.

*(If the space provided is insufficient, attach additional information to the application)*

### 4. Supporting Information

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An internal review application must be supported by enough information to enable the reviewer to decide the application, as required by section 513(1)(c) of the *Water Supply (Safety and Reliability) Act 2008*. List all supporting information attached to the application below.

*(If the space provided is insufficient, attach additional information to the application)*

**5. Evidence of Notice to Submitters**

Is the review application made by an interested person for an original decision made under the *Water Supply (Safety and Reliability) Act 2008*?

No  This is not the correct form to use and you should contact the department.

Yes  **Note:** In accordance with section 513(3) of the *Water Supply (Safety and Reliability) Act 2008*, on or before making an internal review application, the applicant must send the following documents to any other person who was given an information notice about the original decision:

- ▶ notice of the application ( the submitter notice); and
- ▶ a copy of the application and supporting documents.

These people ('submitters') are entitled to make written submissions to the department regarding your application for internal review, provided they lodge their submissions to the department within 5 business days of you lodging your application.

The submitter notice must inform the recipient of the notice that written submissions on an internal review application may be made to the reviewer within 5 business days after the application is made to the reviewer. Your submitter notice to these 'submitters' must be in writing and given to each submitter on or the time of making an internal review application.

Please list the name/s of the submitter/s to whom you have given a submitter notice, and the date given, in the table below.

Name of organisation / individual	Date given to submitter	Was the submitter notified prior to lodging this application?
	/ /	<input type="checkbox"/> No <input type="checkbox"/> Yes
	/ /	<input type="checkbox"/> No <input type="checkbox"/> Yes
	/ /	<input type="checkbox"/> No <input type="checkbox"/> Yes

**6. Submission**

Complete and sign the form attaching a printed and electronic copy (on CD) of all relevant materials and send to:

Queensland Water Supply Regulator  
 Department of Energy and Water Supply  
 PO Box 15456  
 City East Qld 4002

**Note:** If you are unable to provide an electronic copy, please send a minimum two (2) printed copies of all relevant materials.