

Internal review application form

s.63 Vegetation Management Act 1999

Use this form to apply for an internal review of an original decision made under the *Vegetation Management Act 1999* (VMA). If an applicant is not satisfied with a decision that has been made by the Department of Resources (the department), they can apply to the department for an internal review which allows for a re-assessment of that decision.

An application for internal review of a decision must be:

- (a) in the approved form;
- (b) made to the chief executive of the department ; and
- (c) supported by enough information to enable the chief executive to decide the application.

The application must be made within 20 business days after the day the person:

- is given the information notice about the decision; or
- otherwise becomes aware of the decision.

There are no fees for an internal review application.

1. Applicant's details

All correspondence will be mailed to this address.

Anyone who is given or should have been given an information notice for a decision may apply for an internal review of that decision.

First name:	Middle name:	Surname:
Company name:		
If a corporation then enter one of the following: <input type="checkbox"/> ACN <input type="checkbox"/> ABN <input type="checkbox"/> ARBN		
Main phone:	Other phone:	
Email:		
Address line 1:		
Address line 2:		
Town/Suburb:	State:	Postcode:
Preferred method of contact:	<input type="checkbox"/> post <input type="checkbox"/> telephone <input type="checkbox"/> email	

2. Original decision for internal review

Please provide the date you received the information notice about the original decision or, if no information notice has been received, the date you otherwise became aware of the original decision.

Decision reference number:

Please tick the relevant box for the type of original decision to which your internal review application relates.

- s20B – making a PMAV for an area
- s20C – refusing to make a PMAV for an area
- s20CA – making an area other than a category X area under s20CA
- s54A – giving a stop work notice
- s54B – giving a restoration notice
- s55AC – refusing an amended restoration plan
- s55AE – amending an approved restoration plan
- s68CH - amending or suspending enforceable undertaking—after show cause process

3. Grounds and support information

Attach a separate sheet if insufficient space.

3(a) Grounds for review

Please state the reasons for the internal review applications, and what outcome you are seeking:

3(b) Supporting information

Your internal review application must contain enough information to enable the chief executive to decide the application (s63(2)(c) of the VMA). Please list below any supporting information and attach the information to this form.

4. Signatures

Signature of the applicant/s (from section 1). Attach a separate sheet if more signatures are required.

Signature	Date	Company seal (if applicable)

5. Information Privacy Statement

This information will be used in accordance with the department's *Information Privacy Guide* which can be found on the department's website at www.resources.qld.gov.au.

Office use only

Name:	Position:	Date received
Signature	Date:	