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| **OFFICIAL USE ONLY**  DATE RECEIVED   |  |  |  | | --- | --- | --- | |  |  |  |   FILE REF   |  | | --- | |  |   PROJECT REF   |  | | --- | |  |   Accompanying  COMPLETE FORM information  DATE   |  |  |  | | --- | --- | --- | |  |  |  | | | Application for a disposal permit for contaminated soil | |
| This is the approved form for applying to the administering authority for a disposal permit to treat or dispose of contaminated soil from land recorded in the environmental management register (EMR) or the contaminated land register (CLR), or from land in another state. The application is made under s. 424 (as continued under s. 739) of the *Environmental Protection Act 1994*.  Note: A disposal permit is not required when removing clean soil from a site listed on the EMR or CLR. For more advice, see the guideline:  *Disposal permit to remove, treat and dispose of contaminated soil.-* | |
| **Guide** | | **Applicant contact details** | |
| The applicant is the person who would hold the permit and have legal responsibility for ensuring that the disposal of contaminated soil meets the requirements of the permit. | | 1. **Applicant details**  |  |  |  | | --- | --- | --- | | Name | | Title | | Company/Organisation (write ‘None’ if operating under your own name) | | | | Position | | | | Registered address | | | | Postal address (write ‘As above’ if the same as registered address) | | | | Telephone (business) | Fax | | | Mobile (write ‘As above’ if the same as business telephone) | | | | Email (business) | | | | |
| The contact person may be someone other than the applicant who has responsibility for business contact with the administering authority about the disposal permit. For example, they may be a consultant acting on behalf of the applicant. | | 1. **Contact person**  |  |  |  | | --- | --- | --- | | Name (write as above if same as applicant) | | Title | | Company/Organisation (write ‘None’ if operating under your own name) | | | | Position | | | | Registered address | | | | Postal address (write ‘As above’ if the same as registered address) | | | | Telephone (business) | Fax | | | Mobile (write ‘As above’ if the same as business telephone) | | | | Email (business) | | | | |
| If the applicant is not the landowner, they must have written consent from the landowner to apply for a permit and remove the soil, otherwise the permit will be refused. | | 1. **Is the applicant the landowner?**  |  |  |  | | --- | --- | --- | |  | Yes |  | |  | No | Copy of the landowner’s written consent is attached | | |
|  | | **Site details—source of contaminated soil** | |
| Provide details of the land from which contaminated soil would be removed. If the site is on more than one parcel of land, provide lot on plan details and address of each parcel. | | 1. **Site location—source of contaminated soil**  |  | | --- | | Lot on plan | | Street address | | Local government area | | |
| You must provide a copy of the current Certificate of Title for the parcel(s) of land. | | 1. **Certificate of title for source location**   A copy of the current certificate of title for the land is attached. | |
| \*Note: If the land is in Queensland and is not registered on the EMR or CLR, you must notify the department—see our website [Managing contaminated land–Duty to notify](https://www.qld.gov.au/environment/pollution/management/contaminated-land/assessing/notifications) for more information. | | 1. **Is the site on the environmental management register (EMR) or the contaminated land register (CLR)?**  |  |  |  | | --- | --- | --- | |  | EMR | EMR register no. | |  | CLR | CLR register no. | |  | No | You must submit a notification form to the department\* | |  | N/A | Only tick this box if the source is outside Queensland. | | |
| This question concerns the history of the site with regard to any other disposal permits. | | 1. **Has a disposal permit previously been issued for contaminated soil from the same parcel(s) of land?**  |  |  |  | | --- | --- | --- | |  | Yes | Permit no.:  When issued?: Click to enter a date. | |  | No |  | | |
| If there was a previous disposal permit for the site, did removal occur? | | 1. **Has contaminated soil been removed from this site in the past?**  |  |  |  | | --- | --- | --- | |  | Yes | Where to?:  When?: | |  | No |  | | |
|  | | **Interstate transport of contaminated soil** | |
| Only complete this question if the source of contaminated soil is outside Queensland. | | 1. **Is the contaminated soil to be transported from another state into Queensland?**  |  |  |  | | --- | --- | --- | |  | Yes | Identify the source land parcel(s): | |  | No | Go to Q14 | | |
| Only complete this question if the source of contaminated soil is outside Queensland. Give a full explanation of why you consider it necessary to transport the contaminated soil into Queensland. | | 1. **Why is it necessary to transport the contaminated soil from another state into Queensland?** | |
| Only complete this question if the source of contaminated soil is outside Queensland. | | 1. **Have you applied for a disposal permit (or equivalent) in the other state?**  |  |  |  | | --- | --- | --- | |  | Yes | Provide details: | |  | No | Why not?: | | |
| Only complete this question if the source of contaminated soil is outside Queensland. Attach additional information if necessary. | | 1. **Has the other state refused disposal of the contaminated soil in that state, or indicated that refusal would be likely, or approved disposal of the soil in a particular way and/or with conditions?**  |  |  |  | | --- | --- | --- | |  | Yes | Provide details: | |  | No |  | |  | N/A |  | | |
| Only complete this question if the source of contaminated soil is outside Queensland. Attach additional information if necessary. | | 1. **Has the other state given permission for the contaminated soil to be transported out of that state?**  |  |  |  | | --- | --- | --- | |  | Yes | Copy of the state’s permission is attached | |  | No | Why?: | |  | N/A | Permission from the other state is not needed. | | |
|  | | **Contaminated soil—quantity** | |
| You must ensure the volume you enter is as accurate as possible when applying a bulking factor rate. You would require a new permit for additional volume. However, the unnecessary disposal of clean fill due to gross overestimation would not be acceptable. | | 1. **Amount of contaminated soil**   How much contaminated soil, by volume and weight, are you applying to remove?   |  |  | | --- | --- | | Maximum volume of contaminated soil | m3 | | Maximum weight of contaminated soil | tonnes | | |
| You must describe how you calculated the volume (m3) and weight (t) of soil to be removed. Include the bulking factor rate and assumptions about the margins around the excavation. | | 1. **Method(s) of calculating maximum amount**   Describe how you calculated the maximum volume and weight of contaminated soil to be removed (attach a brief report if necessary): | |
| Provide GPS co-ordinates in latitude and longitude in decimal degrees against the GDA2020 datum of the polygon that bounds where the soil would be excavated. | | 1. **Geographical coordinates of the proposed soil excavation area**   Area GPS coordinates: | |
| Disposal of contaminated soil would only be authorised for the term stated on the disposal permit. The typical period is one year. | | 1. **What are the start and finish dates of the period in which you would remove and treat or dispose of the contaminated soil?**   Start: Click to enter a date. End: Click to enter a date. | |
|  | | 1. **Will validation sampling be undertaken to confirm that all the contaminated soil has been removed:**  |  |  |  | | --- | --- | --- | |  | Yes |  | |  | No | Why not?: | | |
|  | | **Contaminated soil—treatment and disposal options** | |
| Provide details of any options to treat and remediate part of the contaminated soil onsite. If onsite treatment is not feasible, explain why. Attach additional information if necessary. | | 1. **Would some contaminated soil be treated on the same land where it is excavated?**  |  |  |  | | --- | --- | --- | |  | Yes | Details of proposed treatment are attached | |  | No | Why not?: | | |
| Provide details of any options to treat and remediate part of the contaminated soil at another location. If no treatment is feasible, explain why—disposal should be minimised and a last resort. Attach additional information if necessary. | | 1. **Would some contaminated soil be treated at another location?**  |  |  |  | | --- | --- | --- | |  | Yes | Details of proposed treatment and alternate location are attached | |  | No | Why not?: | | |
| If the some or all of the contaminated soil would be treated, remediated and reused as clean soil, provide details of how much soil would be reused, the proposed management and monitoring actions and standards, and the land where the soil would go. | | 1. **Can some of the contaminated soil be treated, remediated and reused as clean soil elsewhere?**  |  |  |  | | --- | --- | --- | |  | Yes | Details of proposed reuse are attached | |  | No |  | | |
| This volume and weight must accord with the receiver/landfill operator’s acceptance letter—see also Q27 below. | | 1. **How much of the removed contaminated soil (in m3 and tonnes) would be disposed of at another location?**  |  |  | | --- | --- | | Volume of contaminated soil | m3 | | Weight of contaminated soil | tonnes | | |
|  | | **Location for treatment and/or disposal of contaminated soil** | |
| You must Identify the type of facility that would receive the contaminated soil for treatment and/or disposal. | | 1. **What type of facility would receive the contaminated soil for treatment and/or disposal?**  |  |  | | --- | --- | |  | Local government administered waste disposal or treatment facility | |  | Non-local government-administered waste disposal or treatment facility | | |
| Note: Lot on plan details are not needed for a local government administered waste disposal or treatment facility. | | 1. **Where is the facility that would receive the contaminated soil for treatment and/or disposal?**  |  | | --- | | Lot on plan (see note left) | | Street address | | Name of facility | | |
| You must provide details of the local government or business entity that operates the receiving facility. | | 1. **Who operates the facility?**  |  | | --- | | Local government or business name | | Contact person at the facility | | Contact phone number | | Contact email | | |
| If day cover is proposed, assess the leachability of contaminants using ASLP (unbuffered leach solution) and provide the results with this application. | | 1. **Disposal method of contaminated soil?**  |  |  |  | | --- | --- | --- | |  | Lined | Treatment | |  | Unlined | Day cover | | |
| You must provide written acceptance for the soil from the facility. The acceptance must include the soil volume (m3), type of contaminants, site location of the source material (address and Lot on Plan), disposal method, and laboratory sample numbers used to justify the amount for disposal, otherwise your application will be refused. | | 1. **Do you have written acceptance from the facility that they will receive the amount and type of contaminated soil you are applying to remove?**  |  |  |  | | --- | --- | --- | |  | Yes | Copy of the acceptance letter is attached | |  | No |  | | |
|  | | **Contamination—details** | |
| You must provide as much information as you can about what caused the contamination of soil. Particularly mention notifiable activities or environmentally relevant activities. | | 1. **History of the site—do you know what caused the contamination?**  |  |  |  | | --- | --- | --- | |  | Yes | Details of the site history are attached | |  | No |  | | |
| List all the known contaminants and their concentrations or amounts (if present in a mass) in the soil. | | 1. **What contaminants are present in the soil? Include their concentrations or amounts.** | |
| You must provide details of the sampling locations and methods, and testing methods used to characterise and delineate the contaminated soil. Demonstrate that the number of samples was statistically sufficient to represent the extent of contamination, and that the results are quality assured.  The National Environmental Protection (Assessment of Site Contamination) Measures 1999 in conjunction with Victoria EPA soil sampling guidelines are examples of best practice in soil sampling and site characterisation. Also, use the *PFAS National Environmental Management Plan* if PFAS contaminants might be present. If inadequate sampling and site characterisation has been carried out, the permit may be refused.  All data must be recent and sufficiently representative of the current site conditions. | | 1. **Indicate by ticking all the relevant boxes whether you have attached the following necessary information. Provide the titles and sections of the attached relevant document(s).**  |  |  |  | | --- | --- | --- | |  | **Information** | **Document title(s) and section(s)** | |  | Scaled map showing soil sampling locations and contamination source(s) |  | |  | Description of sampling methods, depths, collection, preservation, and chain of custody. |  | |  | Soil analysis results (tabulated, including maximum concentrations) |  | |  | Toxicity Characteristic Leaching Procedure (TCLP) and/or Australian Standard Leaching Procedure (ASLP) results from relevant soil samples |  | |  | Copies of all laboratory reports and sample receipt advices for all soil analysis. |  | | |
| If the soil is not contaminated by PFAS you may skip Questions 32–34. | | 1. **Is the soil contaminated by a per- or poly-fluoroalkyl substance (PFAS), or has an activity that is mentioned in Appendix B of the *PFAS National Environmental Management Plan* as associated with PFAS contaminants occurred at the site?**  |  |  |  | | --- | --- | --- | |  | No | Go to, and sign, the declaration at the end of the form | |  | Yes | Go to Q32 | | |
| Testing PFAS concentrations and leachability of soils using standard analysis and total oxidisable precursor assay (TOPA) is mandatory if you ticked Yes for Q30. Results of such testing may be used to derive total- organic fluorine (TOF) concentration in lieu of a specific test for TOF (NB: an environmental authority for a waste disposal facility commonly has a limit for TOF).  For Q32, the leachability of PFAS from the soil must be measured using ASLP with unbuffered leach solution at pH 7, and TCLP at pH 5.  Analyses must use the lowest practicable detection/reporting limits relevant to the intended use or disposal of the soil. The analyses must cover both standard suite by liquid chromatography–mass spectrometry with two detectors (LC-MS/MS) and total oxidisable precursor assay for paired samples. | | 1. **Has the leachability of PFAS from the soil been measured using ASLP with unbuffered leach solution, and TCLP?**  |  |  |  | | --- | --- | --- | |  | No |  | |  | Yes | Copy of the results are attached | | |
| 1. **Have the** **PFAS soil concentrations been determined?**  |  |  |  | | --- | --- | --- | |  | No |  | |  | Yes | Copy of the results are attached | | |
| 1. **Has the potentially PFAS contaminated soil been checked for other potentially co-occurring contaminants such as metals and hydrocarbons?**  |  |  |  | | --- | --- | --- | |  | No |  | |  | Yes | Copy of the results are attached | | |
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|  | **Declaration**  **Note:** If you have not told the truth in this application you may be liable for prosecution under the relevant Acts or Regulations.   * I do solemnly and sincerely declare that the information provided on or with this application is true and correct to the best of my knowledge. * I understand that it is an offence under s.480 of the *Environmental Protection Act 1994* to give to the administering authority or an authorised person a document containing information that I know to be false, misleading or incomplete in a material particular; and * I understand that all information supplied on or with this application form may be disclosed publicly in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*.  |  |  | | --- | --- | | APPLICANT’S FULL NAME | APPLICANT’S POSITION | | APPLICANT’S SIGNATURE | DATE  Click to enter a date. | | |

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| **Applicant checklist**  Application form completed and declaration signed  Landowners written consent attached (if applicable—see Q3)  Certificate of title for the source land attached (see Q5)  Duty to notify form submitted (if applicable—see Q6)  Permission from another state to transport contaminated soil (if applicable—see Q13)  Details of proposed onsite treatment attached (if applicable—see Q19)  Details of proposed offsite treatment attached (if applicable—see Q20)  Details of proposed reuse of treated soil attached (if applicable—see Q21)  Written acceptance from the receiving facility attached (see Q27)  Details of site history attached (see Q28)  List of contaminants and their concentrations or amounts attached (see Q29)  Sampling and testing details and results attached (see Q30)  PFAS results attached (if applicable—see Qs 32–34) |

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| Please submit your complete application using one of the following methods: |
| **Email:** [palm@des.qld.gov.au](mailto:palm@des.qld.gov.au)  Write ‘Application for a disposal permit for contaminated soil’ in email subject line.  The size limit for emails and attachments is 14MB. Break larger submissions into separate emails, with each email clearly labelled Part X of Y (e.g. Part 1 of 2), included in the subject line of the email. |
| **Mail:**  Permit and Licence Management  Department of Environment and Science  GPO Box 2454, BRISBANE QLD 4001 |

**Privacy statement**

The Department of Environment and Science is collecting your personal information to assess the application for a disposal permit under s.424 of the *Environmental Protection Act 1994.* Information will not be disclosed to any other person or agency unless you have given us permission or we are authorised or required by law. For queries about privacy matters email: privacy@des.qld.gov.au or telephone: 13 74 68.