



GENERAL NOTES: This form is to be used for the purposes of section 69(2) of the Plumbing and Drainage Regulation 2019 (PDR). Completion of all applicable sections is mandatory. A local government may accept this form from an appropriate person verifying the work complies with the relevant permit and the PDR.	
1. Description of land The description must identify all land the subject of the application. The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.	Street address <i>(include number, street, suburb/locality and postcode)</i> <input type="text"/> <hr/> Lot and plan: <input type="text"/> <hr/> Shop/tenancy number <input type="text"/> Storey/level <input type="text"/> Local government area <input type="text"/> <i>(if applicable)</i> <i>(if applicable)</i>
	2. Permit details Permit number <input type="text"/> Date permit issued <i>(if known)</i> <input type="text"/>
	3. Description of the work performed Provide a brief description of the work that has been performed. <input type="text"/> <hr/> <hr/> <i>Note - The description must be sufficient to identify the work that has been performed, i.e. installation of a new treatment plant and associated land application area.</i>
	4. Completion Date the work was completed: <input type="text"/> Date the work was inspected: <input type="text"/>
5. Responsible person The 'responsible person' is a person who is licensed to perform the work and either performs or supervises the performance of the work.	Name <i>(in full)</i> <input type="text"/> Occupational licence number <input type="text"/> Contractor licence number <i>(if applicable)</i> <input type="text"/> Phone number <input type="text"/> Email address <input type="text"/> Postal address <input type="text"/> <hr/>
	6. Contractor licence If the 'responsible person' is not the contractor for the work, the contractor's details must be provided here.
	Full name of company <i>(or individual if not a company)</i> <input type="text"/> Contractor licence number <input type="text"/> Phone number <input type="text"/> Email address <input type="text"/>



<p>7. Appropriate person</p> <p>An appropriate person for assessment of on-site sewage work means a person other than a person who carried out the work and who:</p> <p>a) has appropriate knowledge about the design and function of the on-site sewage facility to which the work relates; and</p> <p>b) is otherwise competent to make the declaration.</p>	<p>Full name of company (or individual if not a company)</p> <input type="text"/> <p>Occupational licence number <input type="text"/> Contractor licence number (if applicable) <input type="text"/></p> <p>Phone number <input type="text"/> Email address <input type="text"/></p> <p>Postal address</p> <input type="text"/> <hr/> <input type="text"/>
<p>8. Declaration</p>	<p>I hereby state that:</p> <ol style="list-style-type: none"> 1. I am the 'appropriate person'; and 2. the work is compliant and has been completed in conformity with the Plumbing and Drainage Regulation 2019 and the relevant permit; and 3. the information provided in this form is a true and accurate record. <p>Signature <input type="text"/> Date <input type="text"/></p>
<p>PRIVACY NOTICE: The information on this form is collected as required under the <i>Plumbing and Drainage Act 2018</i> (PDA) by local governments. This information may be stored in the local government database and will be used for purposes related to deciding an application and monitoring compliance under the PDA. Your personal information will be disclosed to the financial institution which handles the local government's financial transactions and may be disclosed to other local government agencies, local government authorities, the Queensland Building and Construction Commission and third parties for purposes relating to administering and monitoring compliance with the PDA. Personal information will otherwise only be disclosed to third parties with your consent or in accordance with the <i>Information Privacy Act 2009</i>. RTI: The information collected on this form will be retained as required by the <i>Public Records Act 2002</i> and other relevant Acts and regulations and is subject to the Right to Information regime established by the <i>Right to Information Act 2009</i>.</p>	

OFFICE USE ONLY

DATE RECEIVED

RECEIVING OFFICER'S NAME/S

REFERENCE NUMBER/S

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Queensland Government