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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. |
| Request to amend an environmental approval (non-significant variation) under the *Environment Protection Act 2019* | |
| Form 106 | |

# Before you fill in the form

Please complete this form to request an amendment to an environmental approval. This form should be used for an administrative amendment or any other amendment that is **not** considered a significant variation of the action or strategic proposal covered by the approval. A significant variation is required to be referred to the Northern Territory Environment Protection Authority (NT EPA). Guidance on referrals to the NT EPA can be found on the [NT EPA website](https://ntepa.nt.gov.au/your-business/environment-impact-assessment).

**Guiding notes:**

* Amendments made using this form must be in accordance with section 106 of the *Environment Protection Act 2019* (EP Act).
* A request for an amendment must be made by the **approval holder**.
* You should familiarise yourself with the relevant sections of the EP Act, including the definitions of an **approval holder**, an **administrative amendment** and a **significant variation**.
* Further guidance or example responses are provided below in light grey text.
* These guiding notes may be deleted before submitting the form and any attachments.

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| **PART A – Approval holder details** | | | | | |
| Environmental approval number | | | (e.g. EP2020/001-002) | | |
| Approved action | | | Action as listed in the current environmental approval | | |
| **Approval holder**  (as listed on the current approval) | | | (person or name of business) | | |
| **Nominated contact for correspondence about this application:** | | | Full name:  Title/Position:  Physical address:  Postal address:  Phone:  Email: | | |
| **PART B – Amendment details** | | | | | |
| **Proposed amendment/s**  Please detail the amendments below and **attach a copy of the environmental approval with proposed amendments shown in blackline or track changes**.  If requesting more than three amendments, include details of the additional amendments as an attachment to this request.  Note that before amending an environmental approval, the Minister (or their delegate) must consult with the NT EPA and obtain the views of relevant statutory decision-makers (as the case requires). | | | | | |
| **Amendment one** | | | | | |
| What type of amendment is being requested? | | | administrative amendment  other amendment (excluding significant variation) | | |
| Provide specific details of the conditions to be amended or replaced. | | |  | | |
| Provide a summary of why this amendment to the environmental approval is being requested. | | | Attach additional information if necessary. | | |
| Provide details of why the amendment will not prevent:   1. the significant impacts of the action from being appropriately avoided or mitigated or from being appropriately managed; and 2. any appropriate environmental offsets from being provided for significant residual adverse impacts on the environment that cannot be avoided or mitigated.   NB. If the environmental approval does not provide for environmental offsets, indicate NA for (b). | | |  | | |
| **Amendment two** | | | | | |
| What type of amendment is being requested? | | | administrative amendment  other amendment (excluding significant variation) | | |
| Provide specific details of the conditions to be amended or replaced. | | |  | | |
| Provide a summary of why this amendment to the environmental approval is being requested. | | | Attach additional information if necessary. | | |
| Provide details of why the amendment will not prevent:   1. the significant impacts of the action from being appropriately avoided or mitigated or from being appropriately managed; and 2. any appropriate environmental offsets from being provided for significant residual adverse impacts on the environment that cannot be avoided or mitigated.   NB. If the environmental approval does not provide for environmental offsets, indicate NA for (b). | | |  | | |
| **Amendment three** | | | | | |
| What type of amendment is being requested? | | | administrative amendment  other amendment (excluding significant variation) | | |
| Provide specific details of the conditions to be amended or replaced. | | |  | | |
| Provide a summary of why this amendment to the environmental approval is being requested. | | | Attach additional information if necessary. | | |
| Provide details of why the amendment will not prevent:   1. the significant impacts of the action from being appropriately avoided or mitigated or from being appropriately managed; and 2. any appropriate environmental offsets from being provided for significant residual adverse impacts on the environment that cannot be avoided or mitigated.   NB. If the environmental approval does not provide for environmental offsets, indicate NA for (b). | | |  | | |
| Describe or list any attachments as needed. | | | | | |
| **PART C – Confidentiality** | | | | | |
| Does the proposed transferee want to treat any part of the information in this application as confidential under section 281(2) of the EP Act? | | | Yes  No  If yes, provide an [application](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fntepa.nt.gov.au%2F__data%2Fassets%2Fword_doc%2F0004%2F1357177%2Fconfidential-information-application.DOCX&wdOrigin=BROWSELINK) in accordance with regulation 271 of the Environment Protection Regulations 2020 and submit it as a **separate** attachment to this application. | | |
| **PART D – Environment approval holder declaration**  This form must include the declaration signed by the approval holder, or where the approval holder is a body corporate, the Chief Executive Officer (CEO), duly authorised delegate or other person with authority to make this declaration on behalf of the approval holder. | | | | | |
| I, the undersigned, hereby declare that:   1. The information provided in this application and accompanying document(s) is, to the best of my knowledge, true and correct. 2. I understand that it is an offence to provide false and misleading information under section 260 of the EP Act. | | | | | |
| Name: (print) | |  | | **Signature:** |  | |
| **Contact Details:** | | Position:  Organisation:  Phone:  Email:  Postal address: | | **Date:** |  | |
| **Seal (if signing under seal)** |  | |
| **Version control** | | | | | |
| **Version:** | | | **1.0** | | |
| **Date form approved:** | | | **28 January 2025** | | |
| **Approved by** | | | **Executive Director Environment Regulation** | | |
| End of form | | | | |

# How to submit

Email your completed form to Environment Regulation, Department of Lands, Planning and Environment (DLPE) at [environmentalregulation@nt.gov.au](mailto:environmentalregulation@nt.gov.au)

# Further information

For further information, contact Environment Regulation, DLPE at [environmentalregulation@nt.gov.au](mailto:environmentalregulation@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 Environment Regulator, NT EPA or Minister (as the case requires) with the relevant information needed to administer the *Environment Protection Act 2019*.

**Failure to collect information:** If the DLPE does not collect this information, then this request to amend your environmental approval cannot be considered.

**Who is collecting the information:** The information is collected by the DLPE, who provide services to the NT EPA/Minister.

**Who to contact for more information:** The [DLPE Privacy Policy](https://environment.nt.gov.au/consultations-decisions-policies/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.dlpe@nt.gov.au](mailto:strategicservices.dlpe@nt.gov.au)

**Privacy:** If you have any questions about how your personal information will be handled or would like to gain access to your personal information, you can contact Environment Division within the Department of Lands, Planning and Environment. For more information, read our privacy policy.[[1]](#footnote-2)

1. https://environment.nt.gov.au/consultations-decisions-policies/privacy-policy [↑](#footnote-ref-2)