



## Environmental & Reportable Incident / Non-compliance Reporting Form

### IMPORTANT:

- 1) An incident report formally submitted to another Government agency may be used in place of this form where it meets DMIRS requirements (as outlined in the contents of this form). The report and supporting documentation should be submitted to DMIRS using the email addresses listed below.
- 2) Where appropriate, please ensure the incident is reported to other DMIRS divisions (e.g. Resources Safety Division) and/or to other relevant regulatory agencies e.g. Department of Water and Environmental Regulation, Department of Biodiversity Conservation and Attractions, Department of Health. Links to above agencies are provided on this [webpage](#).
- 3) Please attach any other relevant documentation to this form e.g. maps or supporting reports.

Industry		Form submission
Minerals incident	<input type="checkbox"/>	<a href="mailto:incidents.environment@dmirs.wa.gov.au">incidents.environment@dmirs.wa.gov.au</a>
Petroleum incident	<input type="checkbox"/>	<a href="mailto:petroleum.environment@dmirs.wa.gov.au">petroleum.environment@dmirs.wa.gov.au</a>

### 1. REPORTING DETAILS

#### Contact details of person reporting incident

Name	
Company (if applicable)	
Telephone number	
Email address	

### 2. OPERATOR AND LOCATION DETAILS

#### Name of operator

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#### Operators business address

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#### Location

<b>Name of Site or Site Description</b> (e.g. well site, production facility, mine site, etc.)	
<b>Location of Incident (include GPS coordinates, if possible)</b>	
<b>Permit / Title / Special Prospecting Authority (SPA) Number / Tenement Number (if known)</b>	



Relevant approval			
Mining Proposal	<input type="checkbox"/>	Petroleum Environment Plan	<input type="checkbox"/>
Programme of Work (POW)	<input type="checkbox"/>	Clearing Permit	<input type="checkbox"/>
Other (Please specify) _____			<input type="checkbox"/>
<b>Approval title and reference number:</b>			
<i>(e.g. CPS 1234/5 or EARS # 1234 ABC Production Facility Environment Plan)</i>			

### 3. INCIDENT DETAILS

Date and time of incident	
Description of incident (including likely cause of the incident)	
Details of incident	
<b>Size of incident/impact area:</b> <i>(e.g. area (m<sup>2</sup>), volume of discharge/spill (L), number of fauna etc.)</i>	
<b>Details of any substances/chemicals involved in the incident:</b> <i>(e.g. type, name, composition, toxicity etc.)</i>	
<b>Description of the impacted environment:</b> <i>(e.g. environmentally sensitive areas, conservation significant species, water bodies, vegetation classification, topography etc.)</i>	
<b>Duration of incident:</b>	
<b>Has the incident ceased or been contained?</b>	
<b>Has an emergency response plan been implemented?</b> <i>(including an Oil Spill Contingency Plan if applicable)</i>	



<b>Details of breach of conditions (if applicable):</b> <i>(e.g. tenement and condition number, approval condition etc.)</i>	
<b>Details of non-compliance (if applicable):</b> <i>(e.g. performance standard breached, reporting trigger etc.)</i>	
<b>Immediate response action taken to avoid or mitigate any adverse environmental impacts:</b>	
<b>Corrective actions taken to prevent recurrence (including whether the action is completed or ongoing)</b>	

<b>CONSULTATION</b>			
<b>Have any other stakeholders been notified of the incident?</b>			
<b>Stakeholder</b>	<b>Name of contact</b>	<b>Time and date</b>	<b>Details</b>
<b>Comments:</b>			

<b>5. OTHER INFORMATION</b>
<b>Additional comments/information relevant to the incident (including photographs, suspected impact zone, timelines and/or monitoring points)</b>

**FORM COMPLETE**