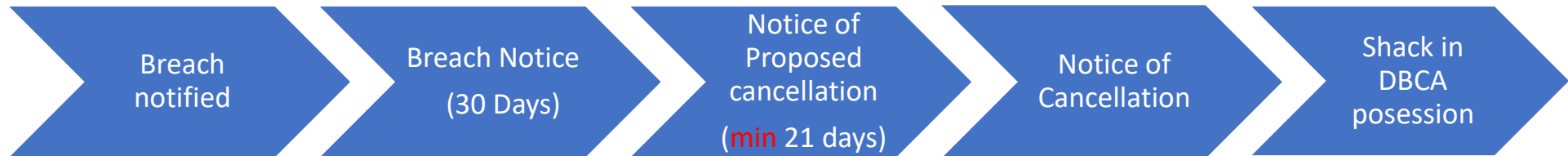


Breach Notice Workflow



- Breach reported by DBCA officer for reasons such as but not limited to; failure to pay, unauthorised structures or for failure to meet licence conditions (Essential or Non Essential).
- Breach reported that warrants notice only. Breach letter issued advising Licensee of breach and no further action required. Additional breaches may lead to formal process.
- Non Essential term of the licence has been breached and is capable of remedy.
- Breach notice letter issued by Senior Project Officer.
- If breach is Non Essential but unable to be remedied or an Essential term of licence, or considered to be of immediate risk, this Notice may not apply.
- Essential term of licence is breached, Non Essential term is not able to be remedied or when Non Essential term of licence fails to be remedied by the specified due date.
- Notice of Proposed Cancellation letter issued by Senior Project Officer
- Right to written representation details included in Notice
- Request for removal of Shack and belongings notified to licensee. (30 days)
- Notice of Cancellation letter issued by Senior Project Officer
- Notice placed on shack advising shack in DBCA possession
- Shack boarded and secured.
- Policy for Managing and dealing with Shacks in DBCA possession to be applied.