



COMPLAINT FORM C3

Page 1 of 4

CONCERNING LOCAL AUTHORITY ENVIRONMENTAL PROTECTION RESPONSIBILITIES

If you have a query or complaint about general environmental pollution matters or about facilities under the control of local authorities, you should always contact the relevant local authority in the first instance, preferably in writing. Always keep a copy of any correspondence between yourself and a local authority and details of phone calls. If a local authority has failed to respond to your complaint and the environmental pollution problem persists, please fill out this form and submit the relevant details, including copies of your correspondence to your local authority, to:

Environmental Complaints Unit
Office of Environmental Enforcement
Environmental Protection Agency
P.O. Box 3000
Johnstown Castle Estate
Co. Wexford

Email: info@epa.ie

The OEE will, generally, only investigate complaints relating to local authority functions where there is clear evidence that the local authority has been made aware of the complaint and been given an opportunity to deal with and resolve the issue. It is therefore important that you provide the OEE with details of your contacts with the relevant local authorities. You should note that information submitted may be forwarded to the relevant Local Authorities for the purposes of investigation. Information submitted to the OEE is also subject to the provisions of the Freedom of Information Act 1997.

Having completed this form, please also send copies of any correspondence or other supporting information such as photographs and maps to the above address.

Please complete this form in **BLOCK LETTERS**.

1. Your Name: _____
2. Address: _____

3. Telephone Number: _____



COMPLAINT FORM C3

Page 2 of 4

4. Fax: _____

5. E-mail address: _____

6. The name of the relevant Local Authority: _____

7. Name and Address of the industry, site, facility or individual to which the complaint relates. Please provide description of the location including identifying landmarks and directions from nearest town/village if available. Please continue on a separate sheet if necessary.:

8. Fullest possible account of facts giving rise to the complaint (INCLUDING TIME, DATE AND DURATION OF OCCURRENCE). The description should be as specific as possible and concentrate on the facts surrounding the issue being complained about. If you have photographs please include copies with this form.:



COMPLAINT FORM C3

Page 3 of 4

9. Details of the approaches already made (by telephone or in writing) to the local authority (attach copies of correspondence). Please include the local authority contact name if available.:

10. Have you reported your complaint to the Illegal Dumping Line (1850 365 121)? Yes _____ No _____ Reference Number: _____

11. Have you contacted the OEE previously in relation to this complaint? If Yes, provide details of most recent contact.

12. Details of any approaches that you already made to other authorities (e.g. Department of the Environment, Heritage and Local Government, Fisheries Board, European Commission). Please include copies of your correspondence with this form.:

13. Details of any court or other legal actions that you have already taken in relation to the issue being complained about.



COMPLAINT FORM C3

Page 4 of 4

14. Confidentiality

Please tick ✓ beside the statement below if you wish to EPA **not** to disclose your identity in its investigation of this matter.

I request the EPA not to disclose my identity in its investigation of this matter. !

15. Date and Signature of complainant:

DATE

SIGNATURE