

# Procedural Guide

## Coastal Protection and Management Act 1995

### Penalty Infringement Notices – Offence Codes

This document lists the offence codes that Department of Environment and Science (DES) officers will use when filling out a Penalty Infringement Notice (PIN) in relation to an alleged offence under the Coastal Protection and Management Act 1995 detailed below. The offence code field is one of the mandatory fields in the PIN. Please refer to the Procedural Guide Manual on PINs for further guidance concerning their issue. **Please ensure you have the most up to date version of this document, and reference to the relevant offence section in the relevant Act is ALWAYS required.**

**ONLY USE THIS DOCUMENT FOR OFFENCES THAT HAVE OCCURRED  
BETWEEN 1 JULY 2020 AND 30 JUNE 2021**

The current value of a penalty unit is \$133.45 for the financial year commencing 1 July 2020. The value of a penalty unit will continue to be indexed and will increase each financial year from the 1 July. The date of an offence determines the value of the penalty unit that must be applied. To calculate the penalty value, officers must multiply the penalty units for an offence by the penalty value at the time the offence occurred.

**\*Note:** if there is no Ecotrack code listed in this document, officers should use the appropriate code by searching the legislation and section number in Ecotrack.

Code	Section	Offence Description	Penalty	
			Units	\$
<b>Coastal Protection and Management Act 1995</b>				
CP01	65(3)	Seller must give buyer written advice of undischarged notice in the prescribed time - individual	5	667
CP02	65(3)	Seller must give buyer written advice of undischarged notice in the prescribed time - corporation	25	3336
CP03	67(2)	A person must not damage or interfere with sign on unallocated State land without authority - individual	5	667
CP04	67(2)	A person must not damage or interfere with sign on unallocated State land without authority - corporation	25	3336
CP05	69(1)	A person must not damage or remove vegetation or damage coastal dunes - individual	10	1334
CP06	69(1)	A person must not damage or remove vegetation or damage coastal dunes - corporation	50	6672

**Coastal Protection and Management Act 1995**  
**Penalty Infringement Notices – Offence Codes**

Code	Section	Offence Description	Penalty	
			Units	\$
CP07	80(2)	Fail to give written notice about quarry material - individual	3	400
CP08	80(2)	Fail to give written notice about quarry material - corporation	10	1334
CP09	101(1)	A person must not remove quarry material without a reasonable excuse - individual	20	2669
CP10	101(1)	A person must not remove quarry material without a reasonable excuse - corporation	100	13345
CP11	101(2)	A person must not contravene a condition of an allocation notice without reasonable excuse - individual	20	2669
CP12	101(2)	A person must not contravene a condition of an allocation notice without reasonable excuse - corporation	100	13345
CP13	120CA	A holder of an exemption certificate must comply with condition - individual	5	667
CP14	120CA	A holder of an exemption certificate must comply with condition - corporation	25	3336
CP15	138(1)	Fail to provide name and address if formally requested by an authorised person - individual	3	400
CP16	138(1)	Fail to provide name and address if formally requested by an authorised person - corporation	10	1334

**Template version history**

Version	Date	Version details
1.00	1 July 2020	Initial upload.

**Disclaimer**

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