

EOI Stage 1 CHECKLIST

Submission No:	022567001001A	File Ref:	105/0000076-002
Organisation:			
Applicants Name:			
Project Title:			
Project Overview:	sch3(8)(1) Information disclosure of which would found action for breach of confidence		
Site location:			
Principal land type(s):	National Park		Land subject to lease, licence or permit issued by the State
	Conservation Park	Yes	Freehold
	Unallocated State Land		Resources Reserve
Secondary land tenure:	National Park		Land subject to lease, licence or permit issued by the State
	Conservation Park		Freehold
	Unallocated State Land		

Checklist for EOI Documentation	Comments	Initials
EOI documentation date stamped and given submission number	Yes	SH/IF
Is the EOI accompanied with USB or CD-ROM?	Yes - CD	SH/IF#
Is the submission complete? Does it contain all relevant information including responses to all evaluation criteria? (criteria 2.2 – 5)	Yes application form complete	SH/IF#
Is additional supporting documentation attached? (eg: sketches, additional pages if word limit has been exceeded etc).	No	SH/IF#
Is any further action or follow up required with the proponent?	No	SH/IF#

Administration	Comments	Initials
Departmental file created containing all documentation received (file to be stored in a secured cabinet)	Yes	SH/IF#
Secure electronic file created	Yes	SH/IF#
Details of proponent entered into applicant register	Yes	SH/IF#
Acknowledgement letter sent to proponent and copy placed on both electronic and departmental file	Letter drafted. Will be sent 8/10/2013.	SH/IF#
Copy of application prepared for each evaluation panel member	Yes	SH/IF#

Project Manager endorsement	Comments	Initials
All administration checks have been completed	Yes	
EOI documentation sent to Evaluation Panel	Yes	
Signature:		Date:

EOI Stage 1 CHECKLIST

Submission No:	022583001001	File Ref:	105/0000073-002
Organisation:			
Applicants Name:			
Project Title:			
Project Overview:	sch3(8)(1) Information disclosure of which would found action for breach of confidence		
Site location:			
Principal land type(s):	National Park		Land subject to lease, licence or permit issued by the State
	Conservation Park		Freehold
	Unallocated State Land	Yes	
Secondary land tenure:	National Park	Yes	Land subject to lease, licence or permit issued by the State
	Conservation Park		Freehold
	Unallocated State Land		

Checklist for EOI Documentation	Comments	Initials
EOI documentation date stamped and given submission number	Yes	SH/IF
Is the EOI accompanied with USB or CD-ROM?	Yes - USB	SH/IF#
Is the submission complete? Does it contain all relevant information including responses to all evaluation criteria? (criteria 2.2 – 5)	Yes application form partly complete. Drafted own submission.	SH/IF#
Is additional supporting documentation attached? (eg: sketches, additional pages if word limit has been exceeded etc).	Yes	SH/IF#
Is any further action or follow up required with the proponent?	No	SH/IF#

Administration	Comments	Initials
Departmental file created containing all documentation received (file to be stored in a secured cabinet)	Yes	SH/IF#
Secure electronic file created	Yes	SH/IF#
Details of proponent entered into applicant register	Yes	SH/IF#
Acknowledgement letter sent to proponent and copy placed on both electronic and departmental file	Letter drafted. Will be sent 8/10/2013.	SH/IF#
Copy of application prepared for each evaluation panel member	Yes	SH/IF#

Project Manager endorsement	Comments	Initials
All administration checks have been completed	Yes	
EOI documentation sent to Evaluation Panel	Yes	
Signature:		Date:

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EOI Stage 1 CHECKLIST

Submission No:	022598001002	File Ref:	105/0000068-002	
Organisation:				
Applicants Name:				
Project Title:				
Project Overview:	sch3(8)(1) Information disclosure of which would found action for breach of confidence			
Site location:				
Principal land type(s):	National Park	Yes	Land subject to lease, licence or permit issued by the State	Yes
	Conservation Park		Freehold	
	Unallocated State Land			
Secondary land tenure:	National Park		Land subject to lease, licence or permit issued by the State	
	Conservation Park		Freehold	
	Unallocated State Land			

Checklist for EOI Documentation	Comments	Initials
EOI documentation date stamped and given submission number	Yes	SH/IF
Is the EOI accompanied with USB or CD-ROM?	Yes - USB	SH/IF#
Is the submission complete? Does it contain all relevant information including responses to all evaluation criteria? (criteria 2.2 – 5)	Yes application form complete	SH/IF#
Is additional supporting documentation attached? (eg: sketches, additional pages if word limit has been exceeded etc).	Yes	SH/IF#
Is any further action or follow up required with the proponent?	No	SH/IF#

Administration	Comments	Initials
Departmental file created containing all documentation received (file to be stored in a secured cabinet)	Yes	SH/IF#
Secure electronic file created	Yes	SH/IF#
Details of proponent entered into applicant register	Yes	SH/IF#
Acknowledgement letter sent to proponent and copy placed on both electronic and departmental file	Letter drafted. Will be sent 8/10/2013.	SH/IF#
Copy of application prepared for each evaluation panel member	Yes	SH/IF#

Project Manager endorsement	Comments	Initials
All administration checks have been completed	Yes	
EOI documentation sent to Evaluation Panel	Yes	
Signature:		Date:

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EOI Stage 1 CHECKLIST

Submission No:	022602001001	File Ref:	105/0000048-002
Organisation:			
Applicants Name:			
Project Title:			
Project Overview:	sch3(8)(1) Information disclosure of which would found action for breach of confidence		
Site location:			
Principal land type(s):	National Park	Yes	Land subject to lease, licence or permit issued by the State
	Conservation Park		Freehold
	Unallocated State Land		
Secondary land tenure:	National Park		Land subject to lease, licence or permit issued by the State
	Conservation Park		Freehold
	Unallocated State Land		

Checklist for EOI Documentation	Comments	Initials
EOI documentation date stamped and given submission number	Yes	SH/IF
Is the EOI accompanied with USB or CD-ROM?	Yes - CD	SH/IF
Is the submission complete? Does it contain all relevant information including responses to all evaluation criteria? (criteria 2.2 – 5)	No application form. Drafted own submission.	SH/IF#
Is additional supporting documentation attached? (eg: sketches, additional pages if word limit has been exceeded etc).	Yes	SH/IF#
Is any further action or follow up required with the proponent?	No	SH/IF#

Administration	Comments	Initials
Departmental file created containing all documentation received (file to be stored in a secured cabinet)	Yes	SH/IF#
Secure electronic file created	Yes	SH/IF#
Details of proponent entered into applicant register	Yes	SH/IF#
Acknowledgement letter sent to proponent and copy placed on both electronic and departmental file	Letter drafted. Will be sent 8/10/2013.	SH/IF#
Copy of application prepared for each evaluation panel member	Yes	SH/IF#

Project Manager endorsement	Comments	Initials
All administration checks have been completed	Yes	
EOI documentation sent to Evaluation Panel	Yes	
Signature:		Date:

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EOI Stage 1 CHECKLIST

Submission No:	022613001001	File Ref:	105/0000089-002
Organisation:	sch3(8)(1) Information disclosure of which would found action for breach of confidence		
Applicants Name:			
Project Title:			
Project Overview:			
Site location:			
Principal land type(s):	National Park	Yes	Land subject to lease, licence or permit issued by the State
	Conservation Park		Freehold
	Unallocated State Land		
Secondary land tenure:	National Park		Land subject to lease, licence or permit issued by the State
	Conservation Park		Freehold
	Unallocated State Land		

Checklist for EOI Documentation	Comments	Initials
EOI documentation date stamped and given submission number	Yes. LATE SUBMISSION.	SH/IF
Is the EOI accompanied with USB or CD-ROM?	Yes – CD	SH/IF#
Is the submission complete? Does it contain all relevant information including responses to all evaluation criteria? (criteria 2.2 – 5)	Drafted own submission	SH/IF#
Is additional supporting documentation attached? (eg: sketches, additional pages if word limit has been exceeded etc).	Yes	SH/IF#
Is any further action or follow up required with the proponent?	No	SH/IF#

Administration	Comments	Initials
Departmental file created containing all documentation received (file to be stored in a secured cabinet)	Yes	SH/IF#
Secure electronic file created	Yes	SH/IF#
Details of proponent entered into applicant register	Yes	SH/IF#
Acknowledgement letter sent to proponent and copy placed on both electronic and departmental file	Letter drafted. Will be sent 8/10/2013.	SH/IF#
Copy of application prepared for each evaluation panel member	Yes	SH/IF#

Project Manager endorsement	Comments	Initials
All administration checks have been completed	Yes	
EOI documentation sent to Evaluation Panel	Yes	
Signature:		Date:

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