

COMPLAINT FORM

LODGING AN ENVIRONMENTAL COMPLAINT WITH NORTH TIPPERARY COUNTY COUNCIL

If you have a complaint about environmental protection matters within the remit of North Tipperary County Council responsibilities, it is preferable to make your complaint in writing.

In order to assist you, this standard complaint form is provided. You are not obliged to use this form. However, as it is in your interest to provide as much information as possible it is wise to use the complaint forms. Whatever written method you use (letter, email, complaint form), it is advisable to keep a copy of whatever correspondence you send so as to facilitate any necessary follow up.

Please note that the provision of your name and address is desirable as otherwise North Tipperary County Council will not be in a position to report back to you regarding the matter complained about. Moreover, we may need to contact you in order to obtain information or to clarify some points.

If you do wish your details to be kept confidential, this must be specifically indicated in your written complaint. North Tipperary County Council will respect your wishes in this regard within the powers provided under 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 us.

Please complete this form in BLOCK LETTERS

Your name: _____

Address: _____

Telephone Number: _____

Fax: _____

E-mail address: _____

Name and address of the industry, site, facility, water body, river of individual to which the complaint relates:

Location Address and Sketch map: please use the space below to give directions to this location and to draw a sketch map of the location in question. The use of recognisable landmarks as reference points would be helpful e.g. main road, hotel, garage, signposting, map co-ordinates if possible. Please use another page if necessary.

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. Note that details such as vehicle registration numbers are of particular assistance in complaint investigation:

Confidentiality

I request the local authority not to disclose my identity in its investigation of this matter.

Date and Signature of complainant:

DATE

SIGNATURE

Please forward to:

Environment Section,
North Tipperary County Council,
Civic Offices,
Limerick Road,
Nenagh,
Co. Tipperary.

Thank you for your assistance in completing this form.

FOIRM GHEARÁIN

GEARÁN TIMPEALLACHTA A DHÉANAMH LE COMHAIRLE CHONTAE THIOBRAID ARANN THUaidh

Má tá gearán agat faoi ghnéithe chosaint na timpeallachta atá faoi chúram Chomhairle Chontae Thiobraid Arann Thuaidh, is fearr go ndéanfá do ghearán i scríbhinn.

Chun cabhrú leat, tá an fhoirm chaighdeánach gearáin á sholáthar duit. Níl aon dualgas ort an fhoirm seo d'úsáid. Mar sin féin, ós rud é gurab ar do leas an oiread eolais agus is féidir a thabhairt bheadh sé ciallmhar na foirmeacha gearáin a úsáid. Pé modh scríofa a úsáideann tú (litr, r-phost, foirm ghearáin), moltar cóip de pé comhfhreagras a sheolann tú a choimeád chun aon iarbheart atá riachtanach a éascú.

Tóg ceann de go bhfuil soláthar do ainm agus do sheoladh inmholta mar mura dtugann tú iad ní bheidh Comhairle Chontae Thiobraid Arann Thuaidh in ann tuairisc ar ais a thabhairt duit faoin gné gur dhein tú gearán faoi. Ina theannta san, tharlódh sé go gcaithfimis teagmháil a dhéanamh leat chun eolas a fháil nó chun pointí áirithe a shoiléiriú.

Má theastaíonn uait do shonraí-se a choimeád faoi rún, ba cheart é sin a rá go sonrach san ngearán scríofa agat. Beidh urraim i leith do mhian faoin rún sin ag Comhairle Chontae Thiobraid Arann laistigh des na cumhachtaí soláthraithe faoin Acht um Shaoráil Faisnéise 1997.

Nuair a bheidh an fhoirm seo líonta agat, cuir cóipeanna de aon chomhfhreagras, nó d'aon eolas tacaíochta atá agat mar grianghraif agus léarscáileanna chugainn.

Líon isteach an fhoirm seo le BLOC LITREACHA

Do Ainm: _____

Seoladh: _____

Uimhir Theileafóin: _____

Macasamhail: _____

Seoladh ríomh-phoist: _____

Ainm agus seoladh an tionscail, na h-áise, an stráice uisce, na h-abhann nó an duine go mbaineann an gearán leis:

Seoladh an tSuímh agus Breac léarscáil: bain úsáid as an spás thíos chun treoir a thabhairt don suíomh seo agus tarraing breac léarscáil den suíomh i gceist. Chabhródh sé dá n-úsáidí sainchomharthaí tíre mar phointe tagartha mar bóthar príomha, tigh ósta, garáiste, comhartha bóthair, tagairt eangaí ma's féidir. Bain úsáid as leathanach eile, ma's gá.

An cuntas is iomláine ar fad des na fíricí as a eascraíonn an gearán (leis an am, an dáta agus faid na hócáide. Ba cheart go mbeadh an cur síos chomh sainiúil agus a fhéadfadh agus díriú ar na fíricí mórtimpeall an ghné go bhfuil an gearán faoi. Tabhair faoi ndeara go bhfuil sonraí mar chláir-uimhreacha na bhfeithiclé an-chabhrach ar fad i bhfiosrú gearán.

Rúndacht

Impím ar an údarás áitiúil gan mó ainm a ligeadh amach nuair atáid ag déanamh fiosruithe faoin ngné seo.

Dáta agus Síniú an ghearánaí:

DÁTA

SÍNIÚ

Cuir ar aghaidh, led' thoil, chuig:

Rannóg an Chomhshaoil,
Comhairle Chontae Tiobraid Arann Thuaidh,
Na h-Oifigí Sibhialta,
Bóthar Luimnigh
Aonach Urmhumhan
Co. Thiobraid Arann

Ár mbuíochas leat as ucht do chuid chabhrach i líonadh na foirme seo.