# CLAIM FORM - COMPENSATION UNDER THE COMPENSATION FOR DETRIMENT CAUSED BY DEFECTIVE ADMINISTRATION SCHEME (THE CDDA SCHEME)

## Personal Details

|  |  |
| --- | --- |
| Name: |  |
| Email: |  |
| Contact details: |  |

## Application Details

|  |  |
| --- | --- |
| Please explain how the Department’s administration was defective. You should outline the events and circumstances that you consider contributed to the defective administration. Please attach any available supporting documents. If there is insufficient space, please attach a separate document |  |
| Please advise what action you have taken to resolve this matter (for example, review by agency, Ombudsman, Courts, Tribunals). What is the status/outcome of these actions? |  |
| Please explain what detriment you have suffered. Please attach any available supporting documents. If there is insufficient space, please attach a separate document.  |  |
| What is the total amount of compensation you are seeking for this detriment? |  |
| Please specify how this amount is calculated. Please attach any available supporting documents (e.g. medical bills). If there is insufficient space, please attach a separate document. |  |
| Please explain how the defective administration directly caused the detriment you have suffered. Please attach any available supporting documents. If there is insufficient space, please attach a separate document |  |

## Privacy Notice

The information collected in this form is necessary for the Department of Infrastructure, Transport, Regional Development, Communications and the Arts to assess your application under the CDDA Scheme, and is protected by the Privacy Act 1988. If you do not provide the requested information, the Department of Infrastructure, Transport, Regional Development, Communications and the Arts may not be able to process your claim.

In order to assess your claim, the Department of Infrastructure, Transport, Regional Development, Communications and the Arts may contact other Australian Government entities or Australian Public Service employees that could hold information about your claim to request it and use it in order to process your claim. Any information you provide will be used by staff of the Department of Infrastructure, Transport, Regional Development, Communications and the Arts to assess your claim for compensation and may also be disclosed to other Australian Government entities or Australian Public Service employees.

The Department of Infrastructure, Transport, Regional Development, Communications and the Arts will not otherwise use or disclose your information without your consent, unless authorised or required by law.

## Declaration and authorisation

I declare to the best of my knowledge and belief, the information that I have supplied in or attached to this application is accurate and true, and that all relevant information has been included.

I authorise the Department of Infrastructure, Transport, Regional Development, Communications and the Arts to collect, use and disclose information held about me by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts and by other entities for the purpose of processing this application.

………………………………………..

Claimant's signature

Date: