

SCHEDULES

SCHEDULE 1

MONETARY PENALTY NOTICES

PART 1

MONETARY PENALTY NOTICES

Contents of monetary penalty notices

- 2 A monetary penalty notice must, in particular—
- (a) state the name and address of the person on whom it is to be served,
 - (b) provide details of the notice of intent served on that person (see paragraph 4),
 - (c) state whether the Commissioner has received written representations in accordance with that notice of intent,
 - (d) state the grounds on which the Commissioner serves the monetary penalty notice,
 - (e) state the grounds on which the Commissioner decided the amount of the monetary penalty imposed by the monetary penalty notice,
 - (f) state the details of how the monetary penalty is to be paid,
 - (g) provide details of the person's rights of appeal under paragraph 8 in respect of the monetary penalty notice,
 - (h) provide details of the Commissioner's rights of enforcement under paragraph 9 in respect of the monetary penalty notice.