


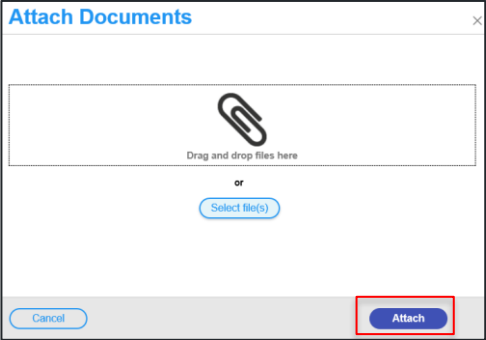
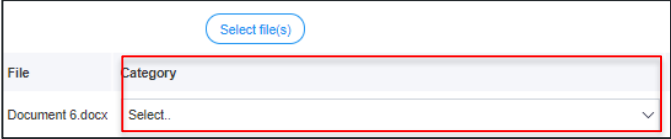
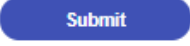


Upload Remediation Assurance Certificate

As part of the Project Remediate program, when the Building Practitioner declares the As-Built (final set), the case will be made available to the Office of Project Remediate (OPR) team to review the application and decide whether to issue the Remediation Assurance Certificate for the case.

The below steps demonstrate how to upload the Remediation Assurance Certificate to the case.

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| <p>Note: The OPR team will receive an email notification whenever a new case flows through to the Project Remediate WB</p> | |
| <p>1. From the dashboard, click Project Remediate Closure WB under Unassigned Tasks.</p> |  |
| <p>2. Locate the remediation application and click on the case reference number.</p> |  |
| <p>3. Click Upload.</p> |  |
| <p>4. Click select files to search for file and once selected, click on the Attach button.</p> <p>Note: You can also use the drag and drop feature to attach files.</p> |  |
| <p>5. Ensure the attached files are placed in their appropriate categories.</p> |  |
| <p>6. Click Submit.</p> |  |

End of Steps

What's next

- If this application was the result of a related Development Control Order (DCO), after the OPR team upload the Assurance Certificate, the case will flow through to the consent authority to complete the Project Remediate Closure.
- If the application was the result of a related DA or CDC, then this will end the process for this Project Remediate case.

If you need more information

- Click the Help link at the top of the screen to access the NSW Planning Portal help pages and articles.
- Review the Frequently Asked Questions - <https://www.planningportal.nsw.gov.au/support/frequently-asked-questions> and / or
- Contact ePlanning Support at eplanning.support@planning.nsw.gov.au