

Part A – Application for a permit, variation, transfer or surrender

For Admin use only

Date received Fee received Yes No Amount received Name assigned to installation

Application for a permit, variation, transfer or surrender

Integrated Pollution Prevention and Control

The Environment (Northern Ireland) Order 2002

Pollution Prevention and Control Regulations (Northern Ireland) 2003

Introduction to Part A

When to use this form

Use this form if you are sending an application to the Chief Inspector under the Pollution Prevention and Control (Northern Ireland) Regulations 2003 ('the PPC Regulations').

The form is to be used for applications made in respect of both 'installations' and 'mobile plant' (and in the rest of the form, the term 'installation' also covers 'mobile plant' where appropriate).

Before you start to fill in this form

Please read the notes we have produced to help you with your application, called : *Guide for Applicants*. You will also need to read the relevant Technical Guidance to which the Guide refers.

The Guide contains a list of other documents you may need to refer to when you are preparing your application, and explains some of the technical terms we use.

In particular, you should make sure that you refer to the explanation of "installation" in the *Guide*. For example, there may be two or more operators in a single installation. Each operator will need a permit, each obtained by a separate application. Your applications will principally relate to the part of the installation under your control, but will also need to include some information on the rest of the installation. This will help us to assess the operation of the whole installation. The term "installation", when used in this application form (and elsewhere) may refer to either the whole or part of the installation, depending on the nature of the information we are seeking to obtain.

Which parts of the form to fill in

The form is in six parts but we usually only send you the parts you need to fill in. Everyone has to fill in Part A, and complete and sign Part F at the end of their application. The other parts you need to fill in depends on the type of application you are making:

- To apply for a new permit – *fill in Parts A and B then Part F*,
- To vary an existing permit – *fill in Parts A and C then Part F*,
- To transfer all or part of an existing permit to someone else – *fill in Parts A and D then Part F. This should be a joint application by the transferor and the transferee,*
- To surrender all or part of an existing permit – *fill in Parts A and E then Part F.*

Other documents we need to see

There are a number of other documents you will need to send us with your application. Each time a request for documents is made in the application form you will need to record a document reference number for the document or documents that you are submitting in the box provided on the form for this purpose.

Please also mark the document(s) clearly with this reference number and either the application reference number if you know it or your existing permit number. If you do not have either of these, please use the name of the installation.

If you know your Application Reference Number, please enter it into the box below:

Using continuation sheets

In the case of questions required to be answered on the application form itself, please use a continuation sheet if you need extra space; but please indicate clearly on the form that you have done so by stating a document reference number for that continuation sheet. Please also mark the continuation sheet itself clearly with the information referred to above.

If you need help and advice

We have made the application form as straightforward as possible, but please get in touch with us if you need any advice on how to set out the information we need.

Please get in touch with us on 028 90569299. For specified waste management activity 028 90569358.

A1 About your application

A1.1 What type of application are you making?

- new permit
- variation of an existing permit
- transfer of an existing permit
- surrender of an existing permit

A1.2 Name of the installation

Please tell us if this name is:

- already agreed with us; or
- one that you are proposing.

A1.3 Please give the address of the site of the installation.

Street address etc.			
Locality			
Post town			
County		Post Code	

OS Irish grid reference 10 characters, for example IH 1234 5678

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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A1.4 Give details of any existing permit(s) for the installation.

Please give details of any applicable Part A, B or C authorisations, waste disposal licences or water discharge consents.

Permit number(s), type(s) and date(s) of issue:

A1.5 Do you consider that the installation meets the criteria for a "low impact installation" as defined in the charging scheme?

(Please note that this definition does not apply to installations containing activities that are defined in the PPC Regulations by reference to a numerical threshold.)

- No
- Yes

A2 Authorised contacts

It will help us to have someone who we can contact directly with any questions about your application. The person you name should have the authority to act on your behalf.

A2.1 Who can we contact about your application?

This could be an agent rather than the operator.

Name

Position

Address

Street address etc.		
Locality		
Post town		
County		Post Code

Phone number

Fax number

Email address

A2.2 Operational contact

If different to the above, please identify the person we should contact to discuss operational matters on an ongoing basis.

Name

Position

Address

Street address etc.		
Locality		
Post town		
County		Post Code

Phone number

Fax number

Email address

A3 About the operator

Please provide the information requested below about the 'operator', which means:

- for applications for a new permit – the person who it is proposed will have control over the installation in accordance with the permit (if granted),
- for applications for a variation, transfer or surrender – the person who currently has control over the installation in accordance with the permit.

If you are applying for a transfer, we will ask for more information relating to the proposed new operator (transferee) in Part D.

Legal status of operator

A3.1 Is the operator an individual, a group of individuals, a partnership or a company/corporate body?

<input type="checkbox"/>	Individual (sole trader) or group of individuals go to question A3.2.
<input type="checkbox"/>	Partnership go to question A3.3
<input type="checkbox"/>	Company or corporate body go to question A3.5.

Individual applicants

A3.2 Please give us the following details.

Where more than one person is applying (other than as a partnership) we need details of each person.

Continue on separate sheets if necessary.

Full name

Date of birth

Trading/business name (if any)

Business address

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

Phone number
Fax number
Email address

Now go to question A4, What to do next.

A3 About the operator *continued*

Applications from partnerships

A3.3 Who is applying?

We can only issue permits to named individuals, not to a partnership name. We therefore need details of each person in the partnership.

Continue on separate sheets if necessary.

Person

Full Name

Date of Birth

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

Phone number
Fax number
Email address

Person

Full Name

Date of Birth

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

Phone number
Fax number
Email address

A3 About the operator *continued*

Person

Full Name

Date of Birth

Principal place of business

Street address etc.	
Locality	
Post town	
County	Post Code

Contact numbers

Phone number

Fax number

Email address

A3.4 Please give us the following details about the partnership.

Name of partnership (if there is one)

Principal place of business

Street address etc.	
Locality	
Post town	
County	Post Code

Contact numbers

Phone number

Fax number

Email address

Now go to question A4, What to do next

Companies or other corporate applicants

A3.5 Please give us the following details.

Full name of company or corporate body

Trading/business name (if different)

Registered office address

Street address etc.	
Locality	
Post town	
County	Post Code

Principal place of business

Street address etc.	
Locality	
Post town	
County	Post Code

Company registration number

Date of formation of company

SIC Code Number

- For applications from companies, *please provide a copy of the certificate of incorporation and any certificates of subsequent name changes.*

Document reference number

- For applications from other corporate bodies, *please provide evidence of status.*

Document reference number

A3 About the operator *continued*

A3.6 Is the operator a subsidiary of a holding company within the meaning of Article 4 of the Companies (NI) Order 1986?

No

Yes

name of ultimate holding company

Registered office address

Street address etc.		
Locality		
Post town		
County		Post Code

Principal office address (if different)

Street address etc.		
Locality		
Post town		
County		Post Code

Company registration number

A4 What to do next

Now you need to fill in the other Parts of this form we sent you.

If you are applying for

- A new permit – *fill in Part B then go to Part F,*
- A variation – *fill in Part C then go to Part F,*
- A transfer – *fill in Part D then go to Part F,*
- A surrender – *fill in Part E then go to Part F.*

For Admin use only

Application reference

Use this part of the form if you are applying for a new permit

B1 About the installation

Please fill in the installation table below with details of all the activities and operators at the whole installation, even if you are applying for a permit in respect of only part of the installation.

In **column 1 Activities in “the stationary technical unit”** please identify all activities listed in Schedule 1 to the PPC Regulations that are proposed to be carried out in the “stationary technical unit” of the installation.

For **Directly associated activities** please identify any directly associated activities proposed to be carried out on the same site which:

- have a technical connection with the activities in the stationary technical unit, and
- could have an effect on pollution.

In **column 2 Schedule 1 references** please quote the Section number, Part A, B or C then paragraph and sub-paragraph number as shown in Part 1 of Schedule 1 to the PPC Regulations for each activity listed in column 1.

In **column 3 Operator** write the name of the operator for each activity (if you are the operator yourself, write “Applicant”).

B1. 1 Installation table for new permit application

COLUMN 1

Activities in the “stationary technical unit”

COLUMN 2

Schedule 1 refs

COLUMN 3

Operator

Directly associated activities

B1 About the installation *continued*

B1.2 Why is the application being made?

- the installation is new,
- it is an existing installation and you are applying in accordance with the timetable in Schedule 3 of the PPC Regulations,
- it is an existing installation and you have our agreement to make this application now. *Please attach proof of this agreement, such as a letter from the Chief Inspector,*
Document reference number for proof
- it is an existing installation for which a 'substantial change' is proposed,
- it is for a mobile plant being moved to a new location.

B1.3 Site maps and reports

Please provide:

- a site report describing the condition of the site of that part of the installation in respect of which you are applying for a permit, and, in particular, identifying any substance in, on or under the land which may constitute a pollution risk.

Document reference number for the report

- suitable maps or plans showing the location of the site of the installation, the location and nature of the various activities on that site and the area of the site covered by the site report.

Document reference number for the maps or plans

B2 Your proposed techniques

Please provide written information about the aspects of your installation listed below. We need this information, and that which you give in response to B3 and B4, to determine whether you will operate the installation in a way which meets all the environmental requirements of the PPC Regulations.

In each case you should:

- *address all of the issues set out in the section of the relevant technical guidance identified in brackets,*
- *justify your proposals against any indicative requirements contained in the guidance and,*
- *provide any other information about the installation which you think is relevant to that issue.*

B2 Your proposed techniques *cont.*

Information required:

B2.1 Describe the proposed installation activities and the proposed in-process techniques and measures to prevent and reduce waste arising and emissions of substances and heat (including during periods of start-up or shut-down, momentary stoppage, leak or malfunction) (section 2.1 of the relevant technical guidance).

Document reference number:

B2.2 Describe the other proposed techniques and measures, including end of pipe abatement, to achieve the aims in B 2.1

Identify if there may be a discharge of any List I or List II substance and if any are identified, explain how the requirements of the Groundwater Regulations (NI) 1998 have been addressed (section 2.2 of the relevant technical guidance).

Document reference number:

B2.3 Provide details of your proposed management techniques (section 2.3 of the relevant technical guidance).

Document reference number:

B2.4 Identify the raw and auxiliary materials, other substances and water that you propose to use (section 2.4 of the relevant technical guidance).

Document reference number:

B2.5 Characterise and quantify each waste stream from the installation and describe the proposed measures for waste management, storage and handling (section 2.5 of the relevant technical guidance).

Document reference number:

B2.6 Describe how each waste stream is proposed to be recovered or disposed of and, if you propose any disposal, explain why recovery is technically and economically impossible and describe the measures planned to avoid or reduce any impact on the environment (section 2.6 of the relevant technical guidance).

Document reference number:

B2.7.1 Provide a breakdown of the proposed energy consumption and generation by source and end-use (section 2.7.1 of the relevant technical guidance).

Document reference number:

B2.7.2 Describe the proposed basic measures for improvement of energy efficiency (section 2.7.2 of the relevant technical guidance).

Document reference number:

B2 Your proposed techniques *cont.*

B2.7.3 Are you, or will you be, subject to a Climate Change Levy Agreement?

No Describe the proposed sector specific measures for improvement of energy efficiency (section 2.7.3 of the relevant technical guidance).

Document reference number:

Yes Please give:

- the (expected) date of entry into the agreement

- documentary evidence to demonstrate participation in the agreement

B2.8 Describe the documented system proposed to be used to identify, assess and minimise the environmental risks and hazards of accidents and their consequences (section 2.8 of the relevant technical guidance).

Document reference number:

B2.9 Describe the main sources of noise and vibration (including infrequent sources); the nearest noise sensitive locations and relevant environmental noise measurement surveys which have been undertaken; and the proposed techniques and measures for control of noise (section 2.9 of the relevant technical guidance).

Document reference number:

B2.10 Describe the proposed measures for monitoring emissions including any environmental monitoring, and the frequency, measurement methodology and evaluation procedure proposed (section 2.10 of the relevant technical guidance).

Document reference number:

B2.11 Describe the proposed measures upon definitive cessation of activities, to avoid any pollution risk and return the site of the installation to a satisfactory state (including relevant measures for the design and construction of the installation) (section 2.11 of the relevant technical guidance).

Document reference number:

B2.12 Where you are not the only operator of the installation, describe the proposed techniques and measures (including those to be undertaken jointly by yourself and other operators) for ensuring satisfactory operation of the whole installation (section 2.12 of the relevant technical guidance).

Document reference number:

B3 Your proposed emissions

Please provide written information about the emissions which will result from the techniques you described in response to the questions in section B2.

You should:

- address all of the issues set out in the section of the relevant technical guidance identified in brackets,
- justify your proposals against any benchmark emission levels contained in the guidance and,
- provide any other information about the installation which you think is relevant to that issue.

Information required:

B3.1 Describe the nature, quantities and sources of foreseeable emissions (section 3.1 of the relevant technical guidance).

Document reference number:

B4 Impact on the environment

Please provide written information about the impact your emissions may have on the environment as listed below:

In each case you should:

- address all of the issues set out in the section of the relevant technical guidance identified in brackets,
- justify your proposals against any indicative requirements contained in the guidance and,
- provide any other information about the installation which you think is relevant to that issue.

Information required:

B4.1 Provide an assessment of the potential significant environmental effects (including trans-boundary effects) of the foreseeable emissions (section 4.1 of the relevant technical guidance).

Document reference number:

B4.2 Explain how the information provided in other parts of the application also demonstrates that the relevant objectives set out in Schedule 3 of the Waste and Contaminated Land (NI) Order 1997 have been addressed (in applicable cases), or provide additional information (section 4.2 of the relevant technical guidance).

Document reference number:

B4.3 Provide an assessment of whether the installation is likely to have a significant effect on a European Site and, if it is, provide an assessment of the implications of the installation for that site, for the purposes of the Conservation (Natural Habitats etc.) Regulations (NI) 1995 (section 4.3 of the relevant technical guidance).

Document reference number:

B5 Environmental statements

B5.1 Has the development of the installation (or any subsequent change or extension of the development) required an environmental statement under Council Directive 85/337/EEC on the assessment of the effects of certain public and private projects on the environment?

No

Yes *please supply a copy of the environmental statement submitted and details of any decision made.*

Document reference number:

B6 Statutory consultees

We will use the information in this section to identify who we must consult about your proposals.

B6.1 In which district council area is the installation located?

If premises are on a boundary please give names of all district councils

District Council

B6.2 In which Health and Social Services Board is the installation located?

If premises are on a boundary please give names of all Health and Social Services Boards

B6.3 Could the installation involve the release of any substance into a sewer?

No

Yes

B6.4 Are there any Areas of Special Scientific Interest (ASSI) which are within 2 kilometres of the installation?

No

Yes *Please give names of the sites*

B6 Statutory consultees *continued*

B6.5 Are there any other ASSIs which may be affected by emissions from the installation?

No

Yes *please give names of the sites*

B6.6 Are there any European sites, as defined by Regulation 10 of the Conservation (Natural Habitats etc.) Regulations (NI) 1995, which may be affected by emissions from the installation?

No

Yes *please give names of the sites*

B6.7 Could the installation involve the release of any substance into any waters?

No

Yes

B6.8 Could the installation involve the release of any substance directly into inland fisheries waters?

No

Yes

B6.9 Could the installation involve the release of any substance into a harbour managed by a harbour authority?

No

Yes *please name the harbour authority*

B6.10 Could the installation involve the release of any substance directly into coastal waters?

No

Yes

B6 Statutory consultees *continued*

B6.11 Is the installation on a site for which:
a major accident prevention policy document is required under Regulation 5 of the Control of Major Accident Hazards Regulations (NI) 2000 or a safety report is required under Regulation 7 of those regulations?

No

Yes

B6.12 Could the installation involve the carrying out of a specified waste management activity?

No

Yes

B6.13 Could the installation involve the release of any substance directly into waters under the control of the Loughs Agency or Waterways Ireland?

No

Yes

B7 Specified waste management activities

B7.1 Are you applying to operate any 'specified waste management activities'?

No go to 'B8 What to do next

Yes please give details

Planning status

B7.2 Which of the following applies to the specified waste management activities identified in B7.1?

We cannot issue a permit unless one of the following applies. We will need to see a copy of the relevant documents.

You have planning permission.
Document reference number

The Planning (General Development) Order (Northern Ireland) 1993 applies.

please give details

Planning permission is not required – *please say why and enclose written confirmation from the Planning Service.*

Document reference number

If you have submitted an application for planning permission which has not yet been determined, please provide a copy of the application.

Document reference number

B7 Specified waste management activities *continued*

Fit and proper person

We need to make sure that whoever holds the permit is a 'fit and proper person' in relation to any specified waste management activities. This includes consideration of relevant offences, technical competence and financial provision.

Relevant offences

B7.3 Has the operator, or any other 'relevant person', been convicted of any 'relevant offence'?

A 'relevant person' includes each partner, director, manager, company secretary or any similar officer or can be an employee.

No go to question B7.4.

Yes please give full information

Document reference number for this information

The details we need are listed below.

- Full name of company or individual convicted
- If an individual has been convicted please state their position at time of offence
- Name of court
- Date of conviction
- Name of Enforcing Authority
- Offence and penalty imposed
- Date of any outstanding appeal lodged against conviction
- Any additional information which the operator would like us to take into account in determining whether they are a 'fit and proper person'. For example, why the offence happened, and what has been done to prevent a similar event occurring.

Technical competence

B7.4 Are the specified waste management activities covered by the WAMITAB (Waste Management Industry Training Advisory Board) award scheme?

No go to question B7.6.

Yes go to question B7.5.

WAMITAB sites

B7.5 Who will provide the technically competent management of the specified waste management activities?

Please give details for each person and provide a copy of the WAMITAB certificate.

Responsible person

Full name:

Position:

Level of WAMITAB certificate:

Date:

Document reference number for copy of certificate

Responsible person

Full name:

Position:

Level of WAMITAB certificate:

Date:

Document reference number for copy of certificate

Responsible person

Full name:

Position:

Level of WAMITAB certificate:

Date:

Document reference number for copy of certificate

Responsible person

Full name:

Position:

Level of WAMITAB certificate:

Date:

Document reference number for copy of certificate

Now go to question B7.7

B7 Specified waste management activities *continued.*

Non-WAMITAB sites

B7.6 Who will be responsible for managing the specified waste management activities?

Please give details for each person.

For each person named below, we:

- need to see a statement of qualifying experience,
- will want to carry out our own assessment.

Responsible person

Full name:

Position:

Document reference number for statement

Responsible person

Full name:

Position:

Document reference number for statement

Responsible person

Full name:

Position:

Document reference number for statement

Management of other installations

B7.7 Are any of these 'Responsible people' already providing the technically competent management at other IPPC installations or other waste management sites?

No go to question B7.8.

Yes please use a separate sheet to give details of these people. For each person we need to know the

- site/installation name and address,
- licence/permit reference number.

Document reference number for this information.

Financial provision

B7.8 If known, how does the operator intend to make financial provision for the specified waste management activities?

Renewable bonds

Bonds

Bank guarantee

Parent company guarantee *please include one copy of the parent company's audited trading accounts for the last three years (or for the period of trading if less than three years). These should be no more than 18 months out of date.*

Document reference number for accounts

Escrow account

Trust fund

Insurance captive

Lump sum

Other please specify

Expenditure plan

B7.9 Please provide a plan of the estimated expenditure for each phase of the specified waste management activities.

The plan should include the likely costs of:

- monitoring,
- restoration – *landfill only*,
- aftercare – *landfill only*,
- clearing the installation (including drainage systems) of all wastes – *non-landfill*,
- remedial action in the event of the failure of pollution control systems.

We recognise that this plan may need to be revised before the issue of the final permit.

Document reference number for expenditure plan

B8 What to do next

Now please fill in Part F and sign and date the application.

Form IPPC 1 Part C – application for a variation

For Admin use only

Application reference

Use this part of the form if you are applying to vary the conditions or any other provision contained in your permit.

C1 About your proposed changes

Please fill in the installation table below with details of all the current activities and operators at the whole installation (even if your existing permit is in respect of only part of the installation) and the proposed changes.

In **column 1 Activities in the “stationary technical unit”** please identify all activities listed in Schedule 1 to the PPC Regulations that are or are proposed to be carried out in the “stationary technical unit” of the installation.

For Directly associated activities please identify any directly associated activities that are or are proposed to be carried out on the same site which:

- have a technical connection with the activities in the stationary technical unit, and
- could have an effect on pollution.

In **column 2 Schedule 1 references** please quote the Section number, Part A, B or C, then paragraph and subparagraph number as shown in Part 1 of Schedule 1 to the PPC Regulations for each activity listed in column 1.

In **column 3 Operator** write the name of the operator for each activity (if you are the operator, write “Applicant”).

In **column 4 Variations**, indicate how the proposed changes would affect the activities.

C1.1 Installation table for new permit application

COLUMN 1 Activities in the “stationary technical unit”	COLUMN 2 Schedule 1 refs	COLUMN 3 Operator	COLUMN 4 Variations

Directly associated activities

C1 About your proposed changes *continued.*

The variations you are proposing

C1.2 Please provide a summary of the variations which you are applying for.

This should include:

- a description of the change in operation requiring the variation (if appropriate),
- an indication of the variations to the conditions of the permit that you wish us to make.

Document reference number for the summary

C1.3 Are you proposing any change in operation that would result in additional land being included within the site of the installation?

No

Yes please provide:

- a site report for the additional land describing the condition of the land and, in particular, identifying any substance in, on or under the land which may constitute a pollution risk,

Document reference number for the site report

- maps or plans which are necessary to update those you submitted with your application for the existing permit.

Document reference for the maps or plans

C1.4 In your view, will the variations for which you are applying entail a substantial change?

No please provide an explanation

Document reference number for the explanation

Yes please provide an explanation.

Document reference number for the explanation

C2 Your proposed techniques

Please provide written information about how your proposed changes will affect the aspects of your installation listed below.

In each case you should:

- address all of the issues set out in the section of the relevant technical guidance identified in brackets,
- justify your proposals against any indicative requirements contained in the guidance and,
- provide any other information about the installation which you think is relevant to that issue.

Information required:

C2.1 Describe any changes to the installation, activities and the in-process techniques and measures to prevent and reduce waste arisings and emissions of substances and heat (including during periods of start-up or shut-down, momentary stoppage, leak or malfunction) as a result of your proposals (section 2.1 of the relevant technical guidance).

Document reference number:

C2.2 Describe the other proposed techniques and measures, including end of pipe abatement, to achieve the aims in C 2.1

Identify if there may be a discharge of any List I or List II substances as a result of your proposals and, if any are identified, explain how the requirements of the Groundwater Regulations (NI) 1998 have been addressed (section 2.2 of the relevant technical guidance).

Document reference number:

C2.3 Provide details of any changes to management techniques resulting from your proposals (section 2.3 of the relevant technical guidance).

Document reference number:

C2.4 Identify any changes to the raw and auxiliary materials, other substances and water that you propose to use (section 2.4 of the relevant technical guidance).

Document reference number:

C2.5 Characterise and quantify any changes to waste streams from the installation resulting from your proposals and describe the proposed measures for waste management, storage and handling (section 2.5 of the relevant technical guidance).

Document reference number:

C2.6 Describe how each changed waste stream is proposed to be recovered or disposed of and, if you propose any disposal, explain why recovery is technically and economically impossible and describe the measures planned to avoid or reduce any impact on the environment (section 2.6 of the relevant technical guidance).

Document reference number:

C2 Your proposed techniques *continued*.

C2.7.1 Provide a breakdown of any changes to the energy consumption and generation resulting from your proposals by source and end-use (section 2.7.1 of the relevant technical guidance).

Document reference number:

C2.7.2 Describe the proposed basic measure for improvement of energy efficiency relevant to your proposals (section 2.7.2 of the relevant technical guidance).

Document reference number:

C2.7.3 Are you subject to a Climate Change Levy Agreement?

No Describe the proposed sector specific measures for improvement of energy efficiency relevant to your proposals (section 2.7.3 of the relevant technical guidance).

Document reference number:

Yes

C2.8 Describe any changes to the documented system used to identify, assess and minimise the environmental risks and hazards of accidents and their consequences as a result of your proposals (section 2.8 of the relevant technical guidance).

Document reference number:

C2.9 Describe any changes to the main sources of noise and vibration (including infrequent sources); and the techniques and measures for control of noise as a result of your proposals (section 2.9 of the relevant technical guidance).

Document reference number

C2.10 Describe any changes to the measures for monitoring emissions including any environmental monitoring, and the frequency, measurement methodology and evaluation procedure as a result of your proposals (section 2.10 of the relevant technical guidance).

Document reference number

C2.11 Describe any changes to the proposed measures upon definitive cessation of operations to avoid any pollution risk and return the site of the installation to a satisfactory state (including relevant measures for the design and construction of the installation), as a result of your proposals (section 2.11 of the relevant technical guidance).

Document reference number

C2.12 Where you are not the only operator of the installation, describe any change to the techniques and measures (including those to be undertaken jointly by yourself and other operators) for ensuring satisfactory operation of the whole installation resulting from your proposals (section 2.12 of the relevant technical guidance).

Document reference number:

C3 Proposed emissions

Please provide written information about how your proposed changes will affect the emissions from the installation.

You should:

- address all of the issues set out in the section of the relevant technical guidance identified in brackets,
- justify your proposals against any benchmark emission levels contained in the guidance and,
- provide any other information about the installation which you think is relevant to that issue.

Information required:

C3.1 Describe the nature, quantities and sources of foreseeable emissions relevant to your proposals (section 3.1 of the relevant technical evidence).

Document reference number:

C4. Impact on the environment

Please provide written information about how your proposed changes will affect the impact of your activities on the environment.

In each case you should:

- address all of the issues set out in the section of the relevant technical guidance identified in brackets,
- justify your proposals against any indicative requirements contained in the guidance and,
- provide any other information about the installation which you think is relevant to that issue.

Information required:

C4.1 Provide an assessment of any change to the potential significant environmental effects (including transboundary effects) of the foreseeable emissions resulting from your proposals (section 4.1 of the relevant technical guidance).

Document reference number:

C4.2 Explain how the information provided in other parts of the application also demonstrates that the relevant objectives set out in Schedule 3 of the Waste & Contaminated Land (NI) Order 1997 have been addressed (in applicable cases), or provide additional information (section 4.2 of the relevant technical guidance).

Document reference number:

C4 Impact on the environment *continued.*

C4.3 Provide an assessment of whether the proposed change in the operation of the installation is likely to have a significant effect on a European Site and, if it is, provide an assessment of the implications of the installation for that site, for the purposes of the Conservation (Natural Habitats etc.) Regulations (NI) 1995 (section 4.3 of the relevant technical guidance).

Document reference number:

C5 Environmental statements

C5.1 Has the development of the installation (or any subsequent change or extension of the development) required an environmental statement under Council Directive 85/337/EEC on the assessment of the effects of certain public and private projects on the environment?

No

Yes *please supply a copy of the environmental statement submitted and details of any decision made (unless you have submitted this information in a previous application).*

Document reference number:

C6 Statutory consultees

We will use the information in this section to identify who we must consult about your proposals.

C6.1 In which district council area is the installation located?

If premises are on a boundary please give names of all relevant authorities.

District Council

C6.2 In which Health and Social Services Board is the Installation located?

If premises are on a boundary please give names of all Health and Social Services Boards.

C6.3 Could the proposed changes affect the release of any substance into a sewer?

No

Yes

C6 Statutory consultees *continued*

C6.4 Are there any areas of Areas of Special Scientific Interest (ASSIs) which are within 2 kilometres of the installation?

No

Yes *please name the sites*

C6.5 Are there any other ASSIs which may be affected by changes in emissions resulting from your proposals?

No

Yes *please name the sites*

C6.6 Are there any European sites, as defined by regulation 10 or the Conservation (Natural Habitats etc.) Regulations (NI) 1995, which may be affected by changes in emissions resulting from your proposals?

No

Yes *please name the sites*

C6.7 Could the installation involve the release of any substance into any waters?

No

Yes

C6.8 Could the installation involve the release of any substance directly into inland fisheries waters?

No

Yes

C6.9 Could the proposed change affect the release of any substance into a harbour managed by a harbour authority?

No

Yes *please name the harbour authority*

C6 Statutory consultees *continued*

C6.10 Could the proposed change affect the release of any substance directly into coastal waters?

No

Yes

C6.11 Is the installation on a site for which:
a major accident prevention policy document is required under Regulation 5 of the Control of Major Accident Hazards Regulations (NI) 2000 or a safety report is required under Regulation 7 of those regulations?

No

Yes

C6.12 Could the installation involve the carrying out of a specified waste management activity?

No

Yes

C6.13 Could the installation involve the release of any substance directly into waters under the control of the Loughs Agency or Waterways Ireland?

No

Yes

C7 What to do next

Now please fill in Part F and sign and date the application.

Form IPPC1 Part D – application for a transfer

For Admin use only

Application reference

Use this part of the form if you are applying to transfer all or part(s) of your permit.

D1 About the parts of your site you want to transfer

Please fill in the installation table below with details of all the activities and operators at the whole installation (even if your existing permit is in respect of only part of the installation) and the proposed transfers.

In column 1 **Activities in the “stationary technical unit”** please identify all activities listed in Schedule 1 to the PPC Regulations that are carried out in the “stationary technical unit”.

For **Directly associated activities** please identify any directly associated activities carried out on the same site which:

- have a technical connection with the activities in the stationary technical unit, and
- could have an effect on pollution.

paragraph number as shown in Part 1 of Schedule 1 to the PPC Regulations for each activity listed in column 1.

In **column 3 Current operator** write the name of the operator for each activity (if you are the operator yourself, write ‘Applicant’).

In **column 4 Proposed operator** please identify which activities are to be transferred by writing in the name of the proposed operator (the ‘transferee’).

D1.1 Installation table for transferred activities

COLUMN 1 Activities in the “stationary technical unit”	COLUMN 2 Schedule 1 references	COLUMN 3 Current operator	COLUMN 4 Proposed operator

Directly associated activities

D2 About the proposed transfer

You should send us the permit you are applying to transfer.

Reference number of the permit

D2.1 Is the application for a proposed 'partial transfer' (as defined by Regulation 18(3) of the PPC Regulations)?

No please go to 'D3 About the proposed transferee'

Yes please provide:

- an explanation of how the operational integrity of the installation would be maintained under the proposed transfer.

Document reference number for the explanation

- a map or plan identifying the part of the installation to which the proposed transfer applies.

Document reference number for the map or plan

D2.2 Do you think any variations in the permit conditions (either for the original operator or the proposed transferee) are necessary to take account of the partial transfer?

No please go to 'D3 About the proposed transferee'

Yes please provide a written explanation.

Document reference number for the explanation

D3 About the proposed transferee

Legal status of proposed transferee

D3.1 Is the proposed transferee an individual, a group of individuals, a partnership or a company/corporate body?

Individual (sole trader) or group of individuals go to question D3.2

Partnership go to question D3.3

Company or corporate body go to question D3.5

Individual applicants

D3.2 Please give us the following details for the proposed transferee.

Where more than one person is applying (other than under a partnership) we need details of each person.

Continue on separate sheets if necessary.

Full Name

Date of Birth

Trading/business name (if any)

Business address

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

Phone number

Fax number

Email address

D3 About the proposed transferee *continued*

Application from partnerships

D3.3 Who is applying as the proposed transferee?

We can only issue permits to named individuals not to a partnership name. We therefore need details of each person in the partnership.

Person

Full Name

Date of Birth

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

Person

Full Name

Date of Birth

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

Person

Full Name

Date of Birth

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

3.4 Please give us the following details about the partnership.

Name of partnership (if there is one)

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

D3 About the proposed transferee *continued.*

Companies or other corporate applicants

D3.5 Please give us the following details for the proposed transferee.

Full name of company or corporate body

Trading/business name (if different)

Registered office address

Street address etc.		
Locality		
Post town		
County		Post Code

Principal office address (if different)

Street address etc.		
Locality		
Post town		
County		Post Code

Company registration number

Date of formation of company

- For applications from companies, please provide a copy of the certificate of incorporation and any certificates of subsequent name changes.

Document reference number

- For applications from other corporate bodies, please provide evidence of status.

Document reference number

D3.6 Is the proposed transferee a subsidiary of a holding company within the meaning Article 4 of the Companies (NI) Order 1986?

No

Yes

name of ultimate holding company

Registered office address

Street address etc.		
Locality		
Post town		
County		Post Code

Principal office address (if different)

Street address etc.		
Locality		
Post town		
County		Post Code

Company registration number

D4 Specified waste management activities

D4.1 Will the proposed transferee be operating any 'specified waste management activities'?

No

please go to question D5

Yes

please give details

Fit and proper person

We need to make sure that whoever holds the permit is a 'fit and proper person' in relation to any specified waste management activities. This includes consideration of relevant offences, technical competence and financial provision.

Relevant offences

D4.2 Has the proposed transferee, or any other 'relevant person', been convicted of any 'relevant offence'?

A 'relevant person' includes each partner, director, manager, company secretary or any similar officer or can be an employee.

No

please go to question D4.3

Yes

please give full information.

D4 Specified waste management activities *continued*

Document reference number for this information

The details we need are listed below.

- Full name of company or individual convicted
- If an individual has been convicted please state their position at time of offence
- Name of court
- Date of conviction
- Enforcing Authority
- Offence and penalty imposed
- Date of any outstanding appeal lodged against conviction
- Any additional information which the proposed transferee would like us to take into account in determining whether they are a 'fit and proper person'.
For example, why the offence happened, and what has been done to prevent a similar event occurring.

Technical competence

D4.3 Are the specified waste management activities covered by the WAMITAB (Waste Management Industry Training Advisory Board) award scheme?

No please go to question D4.5

Yes please go to question D4.4

WAMITAB sites

D4.4 Who will provide the technically competent management of the specified waste management activities?

Please give details for each person and provide a copy of the WAMITAB certificate

Responsible person

Full name

Position

Level of WAMITAB certificate

Date

Document reference number for copy of certificate

Responsible person

Full name

Position

Level of WAMITAB certificate

Date

Document reference number for copy of certificate

Responsible person

Full name

Position

Level of WAMITAB certificate

Date

Document reference number for copy of certificate

Responsible person

Full name

Position

Level of WAMITAB certificate

Date

Document reference number for copy of certificate

Now go to question D4.6.

Non-WAMITAB sites

D4.5 Who will be responsible for managing the specified waste management activities?

Please give details for each person.

For each person named below, we:

- need to see a statement of qualifying experience,
- will want to carry out our own assessment.

Responsible person

Full Name

Position

Document reference number for copy of certificate

D4 Specified waste management activities *continued*

Responsible person

Full Name

Position

Document reference number for copy of certificate

Responsible person

Full Name

Position

Document reference number for copy of certificate

Management of other installations

D4.6 Are any of these 'Responsible people' already providing the technically competent management at other IPPC installations or other waste management sites?

No *please go to question D4.7*

Yes *please use a separate sheet to give details of these people. For each person we need to know the:*

- *site/installation name and address,*
- *licence/permit reference number.*

Document reference number for this information

Financial provision

D4.7 If know, how does the proposed transferee intend to make financial provision for the specified waste management activities?

Renewable bonds

Bonds

Bank guarantee

Parent company guarantee *please include one copy of the parent company's audited trading accounts for the last three years (or for the period of trading if less than three years). These should be no more than 18 months out of date.*

Document reference number for accounts

Escrow account

Trust fund

Insurance captive

Lump sum

Other please *specify*

Expenditure plan

D4.8 Please provide a plan of the estimated expenditure for each phase of the specified waste management activities.

The plan should include the likely costs of:

- monitoring,
- restoration – *landfill only,*
- aftercare – *landfill only,*
- clearing the installation (including drainage systems) of all wastes – *non-landfill,*
- remedial action in the event of the failure of population control systems.

Document reference number for expenditure plan

D5 What to do next

Now please fill in Part F and sign and date the application.

Form IPPC1 Part E – application for a surrender

For Admin use only

Application reference

Use this part of the form if you are applying to surrender all or part(s) of your permit.

E1 About the parts of your site you want to surrender

Please fill in the installation table below with details of all the current activities and operators at the whole installation (even if your existing permit is in respect of only part of the installation) and the activities which you have ceased or intend to cease operating.

In **column 1, Activities in the “stationary technical unit”** please identify all activities listed in Schedule 1 to the PPC Regulations that are carried out in the “stationary technical unit” of the installation (or were carried out if they have already ceased operating).

For **Directly associated activities** please identify any directly associated that are (or were) carried out on the same site which:

- have a technical connection with the activities in the stationary technical unit, and
- could have an effect on pollution.

In **column 2 Schedule 1 references** please quote the Section number, Part A, B or C then paragraph and subparagraph number as shown in Part 1 of Schedule 1 to the PPC Regulations for each activity listed in column 1.

In **column 3 Current operator** write the name of the operator for each activity (if you are the operator yourself, write ‘Applicant’).

In **column 4 Activities to be surrendered** please tick the activities which you have ceased or intend to cease operating.

E1.1 Installation table for surrendered activities

COLUMN 1 Activities in the “stationary technical unit”	COLUMN 2 Schedule 1 references	COLUMN 3 Current operator	COLUMN 4 Activities to be surrendered (please tick)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

E2 For partial surrender

E2.1 Is this a proposed 'partial surrender'?

No please go to question E3

Yes please supply a map or plan identifying the part(s) of the installation(s) to which this surrender application relates.

Document reference number for the map or plan

E2.2 Do you think any variations in the permit conditions are required to take account of the partial surrender?

No please go to question E3

Yes please provide a written explanation

Document reference number for the explanation

E3 For all surrender applications

E3.1 Please provide a site report which describes the condition of the site of the installation, or the part(s) of the installation(s) to which this surrender application relates.

Document reference number for the site report

E3.2 Have any steps been taken on the site (or the part of the site to be surrendered) to avoid any pollution risk or to return the site (or part of it) to a satisfactory state?

No

Yes please supply a description of the steps taken

Document reference number for the description

E4 What to do next

Now please fill in Part F and sign and date the application.

F2 Commercial confidentiality and national security

F2.1 Is there any information in the application that you wish to justify being kept from the public register on the grounds of commercial confidentiality?

No

Yes please give full information

Document reference number for this information

F2.2 If there is any information in the application that you believe should be kept from the public register on the grounds of national security please attach:

- full information on separate sheets.
- a copy of the application to the Secretary of State for a Direction on the issue of national security.

Do not write anything about national security on this form, nor give reference numbers to the relevant information/ documents submitted.

F3 Data protection notice

The information you give will be used by the us to process your application. It will be placed on the relevant public register(s), and used to monitor compliance with licence/permit conditions, or to process renewal applications.

We may also use and/or disclose any of the information you give us in order to:

- offer/provide you with our literature/services relating to environmental matters;
- consult with the public, public bodies and other organisations (for example Health and Safety Executive for Northern Ireland) on Environmental Issues;
- carry out statistical analysis, research and development on environmental issues;
- provide public register information to enquirers;
- investigate possible breaches of environmental law and take any resulting action;
- prevent breaches of environmental law;
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/representatives who we ask to do any of these things on our behalf.

Individuals have a right to see the information we hold about them. We will correct it if it is inaccurate.

F3 Data protection notice cont.

Data Protection Declaration

This section must be signed by one of the people signing the declaration in Section F6.

I have read the data protection notice above and confirm that I have brought it to the attention of every individual named on this form.

Signature

Name:

Date:

F4 Non-technical summary

Please provide a non-technical summary of your responses to all questions in Parts A to E of the application form.

Document reference number for non-technical summary

F5 Any other information

Is there any other information that you wish to submit in support of your application?

No

Yes please give a brief summary here and provide reference numbers for supporting documents

F6 Signatures and declaration

It is an offence under Regulation 33 of the PPC Regulations to:

- make a statement which you know to be false or misleading in a material particular,
- recklessly make a statement which is false or misleading in a material particular,
- for the purpose of obtaining a permit (for yourself or anyone else) or seeking the variation, transfer or surrender of a permit.

If you make a false statement:

- we may prosecute you, *and*
- if you are convicted, you are liable to a fine or imprisonment, (or both).

Declaration

I/we certify that the information in this application is correct.

I/we apply:

- for a permit
- to vary an existing permit
- for a transfer of an existing permit
(*current operator(s) and proposed transferee(s) must sign below*)
- to surrender an existing permit

in respect of the particulars described in this application (including supporting documentation I/we have supplied).

Signature(s) of current operator

Please note that each individual operator must sign the declaration themselves, even if an agent is acting on their behalf.

For applications from:

- more than one person – all persons should sign below,
- a company or other corporate body – unauthorised person should sign below.

Signature

Name:

Position:

Date:

Signature

Name:

Position:

Date:

F6 Signatures and declaration *cont.*

Signature

Name:

Position:

Date:

Signature(s) of proposed transferee

Signature

Name:

Position:

Date:

Signature

Name:

Position:

Date:

Signature

Name:

Position:

Date:

Now please return this form, together with all supporting information and correct payment, to the address below:

Environment and Heritage Service
Klondyke Building
Cromac Avenue
Gasworks Business Park
Lower Ormeau Road
Belfast
BT7 2JA

www.ehsni.gov.uk

Please submit the original application plus the appropriate number of copies. You can use the table on the back of this form to calculate the number of copies needed

Number of copies

The following table is to help you calculate the number of copies of your application that will normally be needed. You can do this by entering the number of copies required in each blank box in the column appropriate to your application, and then writing the total at the bottom. There are notes in *Part A Installations: Guide for Applicants* to help you use the table.

Reason Required	Application for Permit	Application for Variation with Substantial Change ("yes" to question C1.4)	Application for: (a) Variation with no Substantial Change ("no" to question C1.4 (b) Transfer (c) Surrender
Original for our determination	1	1	1
Copy for our public register	1	1	1
Copy for Food Standards Agency	1	1	0
Copy for District Council public register	1	1	
Copy for District Council as statutory consultee	1	1	0
Copy for Health & Social Services Board	1	1	0
Copy for DRD, Water Service			0
Copy for EHS Conservation, Designations and Protection			0
Copy for Water Management Unit			0
Copy for DCAL			0
Copy for Harbour Authority			0
Copy for DARD			0
Copy for Health and Safety Executive, NI			0
Copy for DOE, Planning Service			0
Copy for Loughs Agency or Waterways Ireland			
For Specified Waste Management Activities	2	2	2
Total submission	1 original plus copies	1 original plus copies	1 original plus copies