

For Admin use only

Date received	Fee received	Yes	No	Amount received	Name assigned to installation
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Application for a Part B PPC Permit, Variation or Transfer

Pollution Prevention and Control

The Environment (Northern Ireland) Order 2002
Pollution Prevention and Control Regulations (Northern Ireland) 2003

Introduction to Section 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 Regulations (Northern Ireland) 2003 ('the PPC Regulations'), for a Part B PPC Permit, Variation or Transfer.

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 five sections. Everyone has to fill in Section A, and complete and sign Section E at the end of their application. The other sections you need to fill in depends on the type of application

you are making:

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

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,

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.

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

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 installation, (Does not apply for Mobile Plant).

Street address etc.		
Locality		
Post town		
County		Post Code

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

--	--	--	--	--	--	--	--	--	--

A1.4 Give details of any existing permit(s) for the installation.

Please give details of any applicable Part A, B or C authorisations or permits.

Authorisation/Permit number(s), type(s) and date(s) of issue

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 or transfer – 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 Section D.

Legal status of operator

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

- Individual (sole trader) or group of individuals go to question A3.2.
- Partnership go to question A3.3
- 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

Now go to question A4, What to do next.

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

Person

Full Name

Date of Birth

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

Contact numbers

A3 About the operator *continued*

Person

Full Name

Date of Birth

Principal place of business

Street address etc.		
Locality		
Post town		
County		Post Code

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 Sections of this form.

If you are applying for

- A new permit – *fill in Section B and E,*
- A variation – *fill in Section C and E,*
- A transfer – *fill in Section D and E.*

For Admin use only
Application reference

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.

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

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.

In column 2 Schedule 1 references please quote the Section number, Part 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.

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

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 Site maps and drawings (Not applicable for mobile plant)
Please provide suitable maps or plans showing the location of the installation, the location and nature of the various activities carried on by you and other operators.
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 guidance
- 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:

B2.1 Describe the proposed installation activities and the proposed in-process techniques and measures to prevent fugitive and contained emissions to air, (including during periods of start-up or shut-down, momentary stoppage, leak or malfunction).

Document reference number:

B2.2 Describe the other proposed techniques and measures, including abatement plant, (e.g. bag filters, wet collectors etc.), to achieve the aims in B 2.1

Document reference number:

B2.3 Provide details of your proposed management techniques.

Document reference number:

B2.4 Describe the system proposed to be used in the event of unintentional releases to air and their consequences, including identification, assessing and minimising the environmental risks and hazards.

Document reference number:

B2 Your proposed techniques *cont.*

B2.5 Describe the proposed measures for monitoring emissions to air including any environmental monitoring, and the frequency, measurement methodology and evaluation procedure proposed.

Document reference number:

B2.6 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 to air

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

Information required:

B3.1 Describe the nature, quantities and sources of foreseeable emissions to air.

Document reference number:

B4 Impact on the environment

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

Information required:

B4.1 Provide an assessment of the potential significant environmental effects of the foreseeable emissions to air.

Document reference number:

B4.2 Provide an assessment of whether the emissions to air from the installation are 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

Document reference number:

B5 Statutory consultees (Does not apply to mobile plant)

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

B5.1 In which district council area is the installation located?

If installation is on a boundary please give names of all district councils

District Council

B5.2 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*

B5.3 Are there any other ASSIs which may be affected by emissions to air from the installation?

No

Yes *Please give names of the sites*

B5 Statutory consultees continued

B5.4 Are there any European sites, as defined by regulation 10 or the Conservation (Natural Habitats etc.) Regulations (NI) 1995, which may be affected by emissions to air from the installation?

No

Yes

B5.5 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

B5.6 In Which Health and Social Services Board is the installation located?

If the Installation is on a boundary please give names of all Health and Social Services Boards

B6 What to do next

Now please fill in Section E and sign and date the application

For Admin use only
Application reference

Use this section 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 emissions to air.

In column 2 Schedule 1 references please quote the Section number, Part 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, write “Applicant”).

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

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

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 a change to the layout of the activities carried out in the installation?

No

Yes *please provide: (Not applicable to mobile plant)*

- *maps or plans to update those you submitted with your application or the existing permit showing the location of the installation, the location and nature of the various activities carried on by you and other operators.*

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.

C2 Your proposed techniques *continued*

In each case you should:

- address all of the issues set out in the guidance,
- 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 fugitive and contained emissions to air, (including during periods of start-up or shut-down, momentary stoppage, leak or malfunction) as a result of your proposals.

Document reference number:

C2.2 Describe changes to the other proposed techniques and measures, including abatement plant, (e.g. bag filters, wet collectors etc.), to achieve the aims in C 2.1.

Document reference number:

C2.3 Provide details of any changes to management techniques resulting from your proposals.

Document reference number:

C2.4 Describe the changes to the system to be used in the event of unintentional releases to air and their consequences, including identification, assessing and minimising the environmental risks and hazards.

Document reference number:

C2.5 Describe any changes to the measures for monitoring emissions to air including any environmental monitoring, and the frequency, measurement methodology and evaluation procedure as a result of your proposals.

Document reference number:

C2.6 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.

Document reference number:

C3 Proposed emissions.

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

Information required:

C3.1 Describe the nature, quantities and sources of foreseeable emissions to air relevant to your proposal.

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.

Information required:

C4.1 Provide an assessment of any change to the potential significant environmental effects of the foreseeable emissions to air resulting from your proposals.

Document reference number:

C4.2 Provide an assessment of whether the proposed change in the emissions to air 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.

Document reference number:

C5 Statutory consultees (Does not apply to mobile plant)

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

C5.1 In which district council area is the installation located?

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

District Council

C5 Statutory consultees (Does not apply to mobile plant) *continued*

C5.2 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*

C5.3 Are there any other ASSIs which may be affected by changes in emissions resulting from your proposals?

No

Yes *please name the sites*

C5.4 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*

C5.5 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

C5.6 In Which Health and Social Services Board is the installation located?

If the Installation is on a boundary please give names of all Health and Social Services Boards

C6 What to do next

Now please fill in Section E and sign and date the application.

For Admin use only
 Application reference

Use this section of the form if you are applying to transfer 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.

In column 2 *Schedule 1 references* please quote the Section number, Part 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 *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’).

COLUMN 1 <i>Activities in the “stationary technical unit”</i>	COLUMN 2 <i>Schedule 1 refs</i>	COLUMN 3 <i>Current Operator</i>	COLUMN 4 <i>Proposed operator</i>

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

D3.4 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

Part B PPC Installation Section E – Application for a permit, variation or transfer

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Application reference

Please complete this section after you have filled in any other sections of the form.

E1 Fees and charges	
Please provide the following information requested using the template below. In completing this, you should refer to the Department's Charging Scheme for Pollution Prevention and Control.	
E1.1 Type of application	
E1.1.1	New Permit <input type="checkbox"/>
E1.1.2	Variation (a) Non-chargeable <input type="checkbox"/> (b) Substantial <input type="checkbox"/>
E1.1.3	Transfer (a) Partial <input type="checkbox"/> (b) Full <input type="checkbox"/>
E1.2 Type of installation	
E1.2.1	Mobile plant <input type="checkbox"/>
E1.2.2	Fixed plant <input type="checkbox"/>
E1.3 Invoice address	
Contact name	
Street address etc	
Locality	
Post town	
County	Postcode
Telephone No	Fax No
E1.4 Fee	
	Amount (£)
	Total fee enclosed <input type="text"/>
For Admin use only	
Fee received:Amount	£ <input type="text"/> Data Received <input type="text"/> Received by <input type="text"/>

E2 Commercial confidentiality and national security

E2.1 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

E2.2 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.

E3 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.

E3 Data protection notice cont.

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

Data Protection Declaration

This section must be signed by one of the people signing the declaration in Section E6.

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:

E4 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

E5 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) seeking the variation, or transfer 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)

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 – authorised person should sign below.

Signature

Name:

Position:

Date:

E5 Signatures and declaration cont.

Signature

Name:

Position:

Date:

Signature

Name:

Position:

Date:

Signature(s) of proposed transferee

Signature

Name:

Position:

Date:

Signature

Name:

Position:

Date:

Signature

Name:

Position:

Date:

E6 Signatures and declaration cont.

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

Northern Ireland Environment Agency
 Klondyke Building
 Cromac Avenue
 Gasworks Business Park
 Lower Ormeau Road
 Belfast
 BT7 2JA
 www.ni-environment.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: Variation with no (a) Substantial Change ("no" to question C1.4)
Original for our determination	1	1	1
Copy for NIEA Public register	1	1	1
Copy for District Council public register*	1*	1*	1*
Copy for CPD NIEA Natural Heritage*	1*	1*	1*
Copy for District Council as statutory consultee*	1*	1*	0
Copy for Health and Safety Executive, NI*	1*	1*	1*
Copy for Health and Social Services Board*	1*	1*	0
Total submission	1 original plus 1-6* copies	1 original plus 1-6* copies	1 original plus 1-4* copies

Notes* Does not apply to mobile plant