

PPC Part B Installation– Application for a PPC (IE) Permit, Variation, or Transfer

For Admin use only

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

Application for a Part B PPC permit, variation, or transfer

The Environment (Northern Ireland) Order 2002

Pollution Prevention and Control (Industrial Emissions) Regulations (Northern Ireland) 2013

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 (Industrial Emissions) Regulations (Northern Ireland) 2013 ('the 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 five parts.

Everyone has to fill in Part A, and complete and sign Part E 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 E,
- To vary an existing permit – fill in Parts A and C then Part E,
- To transfer all or part of an existing permit to someone else – fill in Parts A and D then Part 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, 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 by phone:

028 90569299.

For a specified waste management activity phone:

028 90569358.

Or e-mail your query to:

IPRI@daera-ni.gov.uk

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 the site of the installation.

Street address etc.			
Locality			
Post town			
County		Post Code	

Please provide the installation centre point as OS Irish grid reference 10 characters, eg. IH 1234 5678 and in Latitude and Longitude or x y

<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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Lat:	<input type="text"/>	Long:	<input type="text"/>
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X:	<input type="text"/>	Y:	<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 management licences or water discharge consents.

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, 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

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

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 E,*
- A variation – *fill in Part C then go to Part E,*
- A transfer – *fill in Part D then go to Part E,*

For Admin use only	
Application reference	<input style="width: 100%;" type="text"/>

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 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 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
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
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<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

Directly associated activities

<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
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<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

B1 About the installation *continued*

B1.2 Site maps (not applicable to mobile plant)

Please provide:

- suitable maps or plans showing the location of the site 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 requirements of the Regulations.

In each case you should:

- address all of the issues set out in the relevant technical 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 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, (eg. 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 methodology 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.

Document reference number:

B3 Your proposed emissions to air

Please provide written information about the emissions which 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:

In each case you should:

- address all of the issues, justify your proposals against any indicative requirements 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 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 premises are on a boundary please give names of all district councils

District Council

B5 Statutory consultees continued

B5.2 Are there any Areas of Special Scientific Interest (ASSI) which are within 7.5 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 from the installation?

No

Yes *please give names of the sites*

B5.4 Are there any European sites, as defined by Regulation 10 of the Conservation (Natural Habitats etc.) Regulations (NI) 1995, within 7.5 kilometres of the installation which may be affected by emissions from the installation?

No

Yes *please give names of the sites*

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) 2015 or a safety report is required under Regulation 8 of those regulations?

No

Yes

B5.6 In which Public Health Agency is the installation located?

If the installation is on a boundary please give names of all agencies.

B6 What to do next

Now fill in Part E and sign and date the application.

Part B PPC Installation Part C – application for a variation of a PPC Part B Permit

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 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 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 permit variation 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.

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 at the installation?

No Yes

Please provide updated or new:

Site maps (not applicable to mobile plant)

- 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. Please identify discharge points.

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 the proposed installation activities and the proposed in-process techniques and measures to prevent fugitive 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 the other proposed techniques and measures, including abatement plant, (eg. 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 methodology 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:

C2.5 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:

C2.6 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.

Document reference number:

C3 Proposed emissions to air

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

Information required:

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

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 to air resulting from your proposals.

Document reference number:

C4.3 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 Habits etc.) Regulations (NI) 2005.

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.

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

C5 Statutory consultees continued

C5.2 Are there any areas of Areas of Special Scientific Interest (ASSIs) which are within 7.5 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, within 7.5 kilometres of the installation 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) 2015 or a safety report is required under Regulation 8 of those regulations?

No

Yes

C5.6 B5.6 In which Public Health Agency is the installation located?

If the installation is on a boundary please give names of all agencies.

C6 What to do next

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

Form PPC Part D – application for a transfer of a PPC Part B Permit

For Admin use only	
Application reference	<input style="width: 150px; height: 20px;" type="text"/>

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 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 A, B or C, then paragraph and sub-paragraph number as shown in Part 1 of Schedule 1 to the 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
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
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<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

Directly associated activities

<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
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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 20 (3) of the 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

Form PPC Part E – application for a PPC Part B permit, variation or transfer

For Admin use only Application reference <input style="width: 150px; height: 20px;" type="text"/>

Please complete this section after you have filled in any other parts of the application form we sent you.

E1 Fees and charges			
Please calculate the application fee and provide the other 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	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	Fixed Plant	<input type="checkbox"/>	
E1.2.2	Mobile plant	<input type="checkbox"/>	
E1.3 Invoice postal and e-mail address			
Contact name			
Street address etc			
Locality			
Post town			
County		Postcode	
Telephone No		Invoice e-mail address:	
E1.4 Calculation of fee			Amount (£)
F1.4			Total fee enclosed
For Admin use only			
Fee received:	Amount	Data Received	Received by
	£ <input style="width: 80px;" type="text"/>	£ <input style="width: 80px;" type="text"/>	<input style="width: 150px;" type="text"/>

Please make cheques payable to "DAERA CORPORATE A/C" and endorsed "A/C Payee Only". Contact us for details on how to pay via BACS. We cannot accept payment by credit card.

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 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.

E3 Data protection notice *cont.*

Data Protection Declaration

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

The Department takes data protection, freedom of information and environmental information issues seriously. It takes care to ensure that any personal information received from you is dealt with in a way which complies with the requirements of the General Data Protection Regulation (2016). Any personal information you supply will be processed principally for the purpose for which it has been provided. However, the Department is under a duty to protect the public funds it administers, and to this end may use the information you have provided for this purpose.

A full copy of the DAERA Privacy Statement can be found here:- <https://www.daera-ni.gov.uk/daera-privacy-statement>

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

Signature

Name:

Date:

E4 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

E5 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

E6 Signatures and declaration

It is an offence under Regulation 36 of the 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 – an authorised person should sign below.

Signature

Name:

Position:

Date:

Signature

Name:

Position:

Date:

E6 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:

Northern Ireland Environment Agency
Klondyke Building
Cromac Avenue
Gasworks Business Park
Lower Ormeau Road
Malone Lower
Belfast
BT7 2JA

www.daera-ni.gov.uk

Please submit the application electronically to IPRI@daera-ni.gov.uk and send a hard copy to the address above.

Number of copies

The following table details the number and format of copies of your application that will normally be needed. There are notes in Part A Installations: Guide for Applicants on how we use your information and make available to the public.

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
Electronic PDF Copy for our web public register	1	1	1