

Application for an environmental permit Part D2 – Application for transfer (installations, waste operations and mining waste operations only)



If you want to transfer all, or part of, your existing permit to another person, you must get the person who will take on the permit to fill in parts A, D2 and F1. Please check that this is the latest version of the form available from our website.

The current holder of the permit has to tick the relevant declaration in section 6 part F.

Note: we will issue a letter to both current and new holders to confirm the transfer. If you are changing address we will need to send this letter to your new address; therefore please tell us your new address in a separate letter.

Please read through this form and the guidance notes that came with it.

The form can be:

- 1 Saved onto a computer and then filled in. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.
- 2 Printed off and filled in by hand. Please write clearly in the answer spaces.

It will take less than two hours to fill in this form.

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1 About the people involved in a transfer of a permit

1a Discussions before your application

If you have had discussions with us before your application, provide the permit reference or details on a separate sheet and tell us below the reference you have given the document.

Permit or document reference

1b Permit number

What is the permit number that this application relates to?

1c Site details

What is the name, address and postcode of the site?

Site name

Address

Postcode

2 About the transfer

Are you applying to transfer all or part of the permit to yourself?

All of the permit

Now go to section 4

Part of the permit

Now go to section 3

3 About the parts of the permit you want to transfer

Fill in Table 1 listing the activity to be transferred.

3a Supply a map or plan identifying the part (or parts) of the permit your application relates to

Document reference of the map or plan

3b Fill in Table 1 listing the installation, waste facility or mining waste operations you want to transfer to yourself

If you are also transferring any directly associated activities, you should identify these separately in the table.

3 About the parts of the permit you want to transfer, continued

Fill in a separate table for each activity you are applying to transfer to yourself. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given the extra sheet.

Document reference of the extra sheet _____

Table 1 – Parts of the permit you want to transfer

Activity reference						
Installations or part A mobile plant only			Description of the waste facility or waste mobile plant	Description of the mining waste operation	Standard facility	Proposed operator
Schedule 1 references	Description of the activity	Directly associated activity				

You do not need to fill in the rest of this form if you are transferring standard facilities only. Now fill in section 4.

3c In your view, will transferring part of the permit lead to shared operations that will need you to apply to vary (change) the permit conditions?

No

Yes Provide a written explanation

Document reference of this explanation _____

Now fill in the relevant parts of C1 to C6 if you have answered 'yes' to question 3c above, and go to section 4 in all cases.

4 Your ability as the new operator

4a Relevant offences (applies to all except standalone surface water discharges and groundwater discharges – see the guidance notes on part D2)

Have you, or any other relevant person, been convicted of any relevant offence?

No

Yes Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

4 Your ability as the new operator, continued

Date of birth (DD/MM/YYYY) _____

Position held at the time of the offence _____

Name of the court where the case was dealt with _____

Date of the conviction (DD/MM/YYYY) _____

Offence and penalty set _____

Date any appeal against the conviction will be heard (DD/MM/YYYY) _____

If necessary, use a separate sheet to give us details of other relevant offences and tell us below the reference number you have given the extra sheet.

Document reference of the extra sheet _____

Now go to question 4b

4b Technical ability (relevant waste operations only – see the guidance notes on part D2)

ESA/EU skills

Please indicate which of the two schemes you are using to demonstrate you are technically competent to operate your facility and the evidence you have enclosed to demonstrate this.

I have enclosed a copy of the current Competence Management System certificate

Now go to question 5c

CIWM/WAMITAB scheme

Please select **one** of the following:

- I have enclosed a copy of:
 - the relevant qualification certificate/s
 - or**
 - evidence of deemed competence
 - or**
 - Environment Agency assessment
 - or**
 - evidence of nominated manager status under the transitional provisions for previously exempt activities
 - and, if deemed competent or Agency-assessed, or if there is evidence of a nominated manager, or if the original qualification is over two years old:
 - I have enclosed a copy of the relevant current continuing competence certificate/s

For each technically competent manager please give the following information. If necessary, use a separate sheet to give us these details and tell us below the document reference you have given the extra sheet:

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Date of birth (DD/MM/YYYY) _____

Phone _____

Mobile _____

Email _____

Please provide the environmental permit number/s and site address for **all** other waste activities that the proposed technically competent manager provides technical competence for, including permits held by other operators.

Permit number	Site address	Postcode

4 Your ability as the new operator, continued

Document reference of the extra sheet _____

Now go to question 4c

4c Finances

Please note that if you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2010.

Do you or any relevant person or a company in which you were a relevant person have current or past bankruptcy or insolvency proceedings against you?

No

Yes Please give details below, including the required set-up costs (including infrastructure), maintenance and clean up costs for the proposed facility against which a credit check may be assessed.

We may want to contact a credit reference agency for a report about your business's finances.

Landfill, Category A mining waste facilities and mining waste facilities for hazardous waste only

How do you plan to make financial provision?

Bonds

Escrow account

Trust fund

Lump sum

Other

Now go to question 4d

4d Management systems

You must have an effective, written management system in place that identifies and reduces the risk of pollution. You may show this by using a certified scheme or your own system.

Your permit requires you (as the operator) to ensure that you manage and operate your activities in accordance with a written management system.

You can find guidance on management systems on our website at www.gov.uk/government/organisations/environment-agency.

Tick this box to confirm that you have read the guidance and that your management system will meet our requirements

What management system will you provide for your regulated facility?

EC Eco-Management and Audit Scheme (EMAS)

EMAS Easy

ISO 14001

BS 8555 (Phases 1–5)

Acorn

Green Dragon

Own management system

Please make sure you send us a summary of your management system with your application.

Document reference or references for this summary _____

5 Date on which the transfer will take place

Tell us the date that you want to transfer the permit in the format DD/MM/YYYY _____

6 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: enquiries@environment-agency.gov.uk

Website: www.gov.uk/government/organisations/environment-agency

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? _____

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

No thank you



For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No

Yes

Amount received

£ _____