Marine Management Organisation

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Filling out this form

You can either:

- print this form and fill out the relevant fields using **block capitals** and in **black ink** or
- fill out the relevant fields on screen, then print the form.

The form must then be signed and returned to the above address or by fax or email.

Application for approval of substances produced for the purpose of treating oil on the surface of the sea

Please read the notes below carefully before you start to complete this form.

1. Applications may be made by manufacturers, rebranders or an intended user. A rebrander is a company which markets a product under its own label but has not itself been involved in the manufacturing process.

2. The MMO must also approve the proposed labelling for the product to ensure that it correctly indicates how and when the product can be used. Please enclose a copy of the label, together with a copy of the **safety data sheet**, you intend to use with this application. The label should be easy to read and must include the following:

- product name
- name, address and daytime/silent hours telephone of manufacturer or importer/rebrander
- list of ingredients
- oil treatment product (dispersant type, sorbent, bioremediant or other)
- a warning against mixing the product with any other product
- date of manufacture, batch number and expiry date (subject to extension)
- recommended storage instructions
- risk symbol and description
- instructions for its use, including a statement that details that the product should not be used in less than 20 metres of water or within 1 mile of water less than 20 metres deep without the approval of the licensing authority
- basic safety instructions or caution and any appropriate chemical hazard signs.

The label should also meet the requirements of the Classification, Labelling, and Packaging (CLP) Regulations

3. Payment must be made by cheque in **pounds sterling** for the appropriate testing fees and should be crossed account payee and made payable to the **Marine Management Organisation**. The fee must be sent together with this form to the address shown above and **drawn on a UK bank** in pounds sterling. If you wish to pay electronically please contact MMO for details. A receipt will not be given unless requested.

4. Approvals are issued under the Marine Licensing (Exempted Activities) Order 2011.

5. Section 15 of the Marine Licensing (Exempted Activities) Order 2011 provides that a licence is not needed under the Marine and Coastal Access Act 2009 to deposit any substance produced for the purpose of treating oil in the sea provided you meet the following conditions:

- the substance is one the use of which is for the time being approved by the licensing authority
- the substance is used in accordance with any conditions to which the approval was subject
- no deposit is made in an area of the sea of a depth of less than 20 metres or within 1 mile of such an area, save with the approval of the licensing authority
- no deposit is made below the surface of the sea, except with the approval of the licensing authority.

6. Similarly a licence is not needed (if all other conditions are satisfied) for the loading of a vessel, aircraft, hovercraft, marine structure or floating container in England and Wales with products for deposit for the treatment of oil on the surface of the sea within the United Kingdom or United Kingdom waters (other than waters adjacent to Scotland and Northern Ireland).

7. Section 107 of the act provides that the Secretary of State may conduct tests to discover the effect on the environment of using substances produced for treating oil on the surface of the sea. They may recover their costs from the person who requested the tests.

8. All new products submitted for approval must be tested for toxicity. For some types of products (such as dispersants) a test is also required of the product's performance, including its efficacy. These tests can either be carried out within laboratories commissioned by the Marine Management Organisation (MMO), or in a laboratory of your own choice using a standard set of test protocols available from MMO. If you take up the option to use an independent laboratory, there will be no testing fee but a charge will be made for evaluation of the test results to ensure that they conform to an approved standard. The laboratory chosen should have recognised expertise in this field or be accredited, for example by NAMAS or the Good Laboratory Practice Scheme.

9. A scale of charges for toxicity and (where applicable) performance and efficacy testing is enclosed. If your product does not conform to any of the categories described please contact MMO, at the address shown above, to discuss testing arrangements.

10. Under the Offshore Marine Conservation (Natural Habitats, &c) Regulations 2007, a licence is needed to introduce a new plant or animal species. If your bioremediation product contains a bacterial component you may need to apply for a wildlife licence.

11. The MMO will maintain an electronic public register of products currently approved for use in UK waters other than those adjacent to Scotland and Northern Ireland. If your product is approved your company name, address and product details will be entered in this register.

Data Protection Act 1998

The Marine Management Organisation (MMO) complies with these principles in all matters relating to the processing and storing of personal information. The MMO is the data controller in respect of any personal data that you provide when you complete this form.

The MMO may have to release information, including personal and commercial information, on request under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004, but we will not allow an unwarranted breach of confidentiality or will we act in contravention of our obligations under the Data Protection Act 1998. We may use your personal details to contact you in connection with similar services or customer research aimed at improving the service that we provide.

Section A: Applicant's details

1. Title | Initials | Surname

Company name and full postal address (including post code)

Telephone number (including area code)

Fax number (including area code)

Mobile telephone number

Email address

2. Name of product for which you are seeking approval

Section B: Manufacturer details

3. Title | Initials | Surname

Company name and full postal address (including post code)

Telephone number (including area code)

Fax number (including area code)

Mobile telephone number

Email address

4. Name and address of plant where product is manufactured (including post code)

Section C: Product details

5. Please indicate the type product by clicking the appropriate box:

- ◯ Type 1 dispersant (conventional solvent-based)
- ◯ Type 2 dispersant (water dilutable concentrate)
- ◯ Type 3 dispersant (concentrate)
- ◯ Other (give details below)

6 (a). Composition of the product. Please indicate the proportion, function, concentration, source and chemical description of each component. This information is required for both new applications and renewals. The licensing authority will regard all but the chemical names of the components as commercial in confidence unless you indicate otherwise.

(b) Recommended rate (product to oil ratio) and method of use

7. Is the product a rebrand of another approved product? ◯Yes ◯No If **no** go to question 8.

If **yes**, please give:

(a) name of manufacturer's product

(b) reference number of approval

Please attach a declaration from the product's manufacturer that the composition remains unchanged from that which was originally approved.

Now sign the declaration in section F and make sure you have included all the necessary supporting documentation with your application.

8. Is this a renewal application? ◯Yes ◯No If **no**, go to question 9.

If **yes**, please give:

(a) original reference number for approval

(b) date issued	
(c) identify any changes in composition or source of raw materials since last approved	

Now sign the declaration in section F and make sure you have included all the necessary supporting documentation with your application.

Section D: Product testing

9. Does the type of product you wish to have approved require a performance and efficacy test? ◯Yes ◯No
(Please refer to the scale of charges to see which products require such a test.)
If **no**, go to question 11. If **yes**, go straight to question 10.

10. Has the product already been tested by a competent laboratory to the required performance and efficacy test protocol? ◯Yes ◯No

If **no**, go to question 11. If **yes**, please give the following details:

(a) name and address of competent laboratory (including post code)	
(b) details of laboratory accreditation	

(c) contact details

Name	
Position in laboratory	
Telephone number (including are code)	
Fax number (including area code)	

(d) results

	Pass	Fail
Type 1	◯	◯
Type 2	◯	◯
Type 3	◯	◯
Bioremediation product	◯	◯
Sorbents	◯	◯

Please attach test results as performed by competent laboratory.

11. Has the product already been tested by a competent laboratory to the required toxicity test protocol? ◯Yes ◯No

If **yes**, please give the following details:

(a) name and address of competent laboratory (include post code)	
(b) details of laboratory accreditation	

(c) contact details

Name	
Position in laboratory	
Telephone number (including area code)	
Fax number (including area code)	

(d) results

	Pass	Fail
Sea test	◯	◯
Rocky shore test	◯	◯

Please attach test results as performed by competent laboratory.

You may, if you wish, arrange to have either or both of these tests carried out in a laboratory commissioned by the MMO. If you choose this option you need to send a sample of the product directly to the laboratory. If the product requires **both** efficacy and toxicity testing **or just** efficacy testing, send the sample to:

Cefas Lowestoft Laboratory
Pakefield Road
Lowestoft
Suffolk
NR33 0HT

Tel: 01502 562 244
Fax: 01502 513 865

Email: mark.kirby@cefas.co.uk

Please indicate the size of sample you are sending:

◯ None: no testing required
◯ 4 kg: efficacy test only
◯ 1 kg: toxicity test only
◯ 5 kg: both efficacy and toxicity test

Notification should be sent to the appropriate laboratory in advance to let them know that the product will be sent to them. The product samples should be sent direct to the laboratory clearly marked with the name of the product, company name and address. You should also provide a safety data sheet detailing the nature of any hazards, first aid treatment in the event of exposure, and any information on safe handling procedures, personal protective equipment required.

Your application form with fee and other enclosures should be sent separately to the MMO address shown at the beginning of the form.

Section E: Wildlife licence

Do you need a wildlife licence? (See paragraph 10 at the beginning of the form) ◯Yes ◯No

Section F: Declaration

Before you sign the declaration below, please make sure that the information you have given in this form is correct and that the following enclosures have been attached:

(a) the proposed product label
(b) safety data sheet
(c) efficacy test results (where appropriate)
(d) toxicity test results (where appropriate).

I declare that to the best of my knowledge and belief the information given in this form is correct.
I agree that if my application is approved my company name and address and product name and type will be entered on a public register of approved products.
I enclose a payment of £

Signature _____ Date _____

Name (in capital letters)

Warning
It is an offence to knowingly make a false statement for the purpose of obtaining a permission.