

Application for an environmental permit Part D2 – Application for transfer (installations, waste operations, medium combustion plant/specified generator and mining waste operations only)



You will need to use an Adobe Acrobat product to complete this form. The form may not work properly if you use a different pdf reader, such as the one built-in to your internet browser.

Parts A and D2 of the application form must be completed by the person receiving the permit.

Both the current permit holder and the person receiving the permit must complete the relevant declaration in section 5 of part F1.

Note: we will issue a letter to both current and new holders to confirm the transfer. If you are changing address, please tell us your new address in a separate letter. This is in case we need to contact you by post.

Please check that this is the latest version of the form available from our website.

Please read through this form and the accompanying **Part D2 guidance notes**

The form can be:

- 1) saved onto a computer and then filled in.
- 2) printed off and filled in by hand. Please write clearly in the answer spaces.

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

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Appendix 1 – Date of birth information for Relevant offences and/or Technical ability questions only

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 number or details on a separate sheet and tell us below the reference number you have given to this extra sheet.

Permit or document reference number of the extra sheet

1 About the people involved in a transfer of a permit, continued

1b Permit number

What is the permit number that this application relates to?

1c Site or specified location details

What will be the name, address and postcode of the site or specified location?

Site name

Address

Postcode

2 About the transfer

2a 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 to yourself

3a If your application relates to an installation, waste operation or mining waste operation - supply a map or plan identifying the part (or parts) of the permit your application relates to

Document reference of the map or plan

Note: waste exemptions are changing, which will mean that exemptions registered at sites operating under an environmental permit, or where there is a direct link will be invalid. Defra's consultation supplementary response document and associated annexes explain these changes. Changes to waste exemptions are likely to take place during 2024 and continue into 2025 but timescales have not been finalised yet.

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

3b Fill in Table 1 listing the installation, waste facility, medium combustion plant/specified generator (MCP/SG) 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.

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	MCP/SG	Proposed operator
Schedule 1 references	Description of the activity	Directly associated activity					

You do not need to fill in question 3c if you are transferring standard facilities only. Now fill in section 4.

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

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

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 competence as the new operator

This applies to all except standalone surface water discharges and groundwater discharges (see the **Part D2 guidance notes**).

4a Relevant offences

Do you, or any other person, have any unspent convictions for any relevant offence?

<https://www.gov.uk/government/publications/relevant-conviction-guidance-for-permit-applications-for-waste-activities-and-installations-only>

No Now go to question 4b

Yes Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

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)

4 Your competence as the new operator, continued

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

Now go to question 4b. Please also complete the details in Appendix 1.

4b Technical ability

Relevant waste operations only – see the guidance notes on part D2.

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.

ESA/EU skills

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

Now go to question 4c

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 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

Phone

Mobile

4 Your competence as the new operator, continued

Email

Please provide the environmental permit number/s and site address for all other relevant waste operations that the proposed technically competent manager provides technical competence for, including permits held by other operators. Continue on a separate sheet as required.

Permit number	Site address	Postcode

Document reference of the extra sheet

Now go to question 4c. Please also complete the details in Appendix 1.

4c Finances

Installations, waste operations and mining waste operations only.

4c.1 Do you, or any relevant person, or a company in which (or they) (or any relevant person) 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.

4 Your competence as the new operator, continued

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

See <https://www.gov.uk/guidance/environmental-permits-privacy-notice> for how we use your personal information to support environmental permitting.

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

4c.2 How do you plan to make financial provision?

To operate a landfill or a mining waste facility you need to show us that you are financially capable of meeting the obligations of closure and aftercare

Renewable Bonds

Cash deposits with the Environment Agency

Document reference

Provide a cost profile and expenditure plan of your estimated costs throughout the aftercare period of your site

Document reference

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 need to be able to explain what happens at each site and which parts of the overall management system apply. For example at some sites you may need to show you are carrying out additional measures to prevent pollution because they are nearer to sensitive locations than others.

For waste and installation permits only: your management system must also explain your resilience to climate change. You can find guidance on management systems on our website at <https://www.gov.uk/guidance/develop-a-management-system-environmental-permits>

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 (not required for medium combustion plant/specified generator)?

ISO 14001

BS 8555 (Phases 1–5)

BS EN ISO 14005:2019

Green Dragon

Own management system

EMAS Global

4 Your competence as the new operator, continued

Other

For all management systems, you must send a summary of your system with your application (not required for medium combustion plant/specified generator). The summary should cover all the points in 'Develop a management system: environmental permits'.

Document reference of this summary

4e Are you transferring all or part of a permit with an activity that includes the storage of combustible wastes?

No

Yes You may need to provide a Fire Prevention Plan. We may need to assess this as part of your transfer application (see the **guidance notes on part D2**)

5 Requested date of transfer

Tell us the date that you want to transfer the permit (DD/MM/YYYY)

6 How to contact us

If you have difficulty using 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.

Feedback, continued

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

Appendix 1 – Date of birth information for Relevant offences and/or Technical ability questions only

Date of birth information in this appendix will not be put onto our Public Register

Continue on a separate sheet if necessary

1 Relevant Offences – date of birth information

Please give us the following details if you have answered ‘Yes’ to question 4a

Name

Date of birth (DD/MM/YYYY)

2 Technical ability – date of birth information for technically competent manager(s)

Please give us the following details (relevant waste operations only)

Name

Date of birth (DD/MM/YYYY)
