



**Fill in this part for all applications for installations, waste operations, mining waste operations and groundwater discharges onto land.**

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

**For applications for water discharge and point source groundwater discharge activities you need to fill in part F2 instead.**

Please read through this form and the guidance notes that

came with it. All relevant guidance documents can be found on our website.

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### 1 Working out charges (you must fill in this section)

You have to submit an application fee with your application. You can find out the charge by looking at our current environmental permitting charging scheme. This can be found on our 'How we regulate you' webpages. Please remember that the charges are revised on 1 April each year and that there is an annual subsistence charge (for site based permits) to cover the costs we incur in the ongoing regulation of the permit.

**Examples:** We have included examples to help you complete the table. The Tier 2 charge example is for an application for a 'New standard rule' permit. The Tier 3 charge example is for an installation Opra based charge for a normal variation (multiplier) application.

Note: for Opra charged Tier 3 Facilities you also need to complete an Opra profile (see section 2).

**Table 1 – Working out charges**

Type of application	TRANSFER			
	Summary of charges			
<b>Tier 2 facilities</b> (including Part A(2) and Part B)	Charge identifier	Number of facilities	Charge for each facility (£)	Charges due (£)
<b>EXAMPLE: SR2010 No12</b>	S060A (W)	1	1,630.00	1,630.00
<b>Tier 3 facilities</b>				
<b>EXAMPLE: Total Opra charging score for installations</b>	90	× charge multiplier	57	5,130.00
Total Opra charging score for installations		× charge multiplier		
Total Opra charging score for waste operations		× charge multiplier		
Total Opra charging score for mining waste facilities				
Other charges (such as one-off assessments or fixed charge applications etc.)				
<b>Total charges due</b>				

## 2 Opra profile (does not apply to standard facilities, or other tier 2 permit applications)

If you are submitting a bespoke application, you must include a completed electronic copy in Excel of the *current* Opra spreadsheet. You can find the current Opra spreadsheet in the 'Our charges' section on our 'How we regulate you' webpages.

**For all variations, full and partial surrenders:** you will need to submit a copy of your current Opra profile based on your existing profile, not a new profile following the variation or surrender.

**For transfers:** you will need to submit a revised Opra profile to include your own operator performance. Note: this will not change the set transfer fee.

**Important:** your Opra profile (score) must match our records. If you are unsure about your current Opra profile (score), you should talk to your regulatory officer before submitting your application.

Tick this box to confirm that you have included the electronic OPRA spreadsheet

☐

## 3 Payment

### 3a How do you want to pay?

Tick an option below to show how you will pay.

- |   |                                     |                  |
|---|-------------------------------------|------------------|
| Electronic transfer (for example, BACS) | <input type="checkbox"/>            | Go to section 3b |
| Credit or Debit card                    | <input type="checkbox"/>            | Go to section 3c |
| Cheque                                  | <input checked="" type="checkbox"/> | Go to section 3d |
| Postal order                            | <input type="checkbox"/>            | Go to section 3d |

### 3b Paying by electronic transfer

If you choose to pay by electronic transfer use the following information to make your payment.

Company name: Natural Resources Wales  
Company address: Income Dept., PO BOX 663, Cardiff, CF24 0TP  
Bank: RBS  
Address: National Westminster Bank Plc, 2 ½ Devonshire Square, London, EC2M 4BA  
Sort code: 60-70-80  
Account number: 10014438

#### Reference number

You can use any reference number but we prefer the number to be 'EPR' followed by the first nine letters of your organisation name followed by a four-digit number.

For example, for a company named Joe Bloggs Ltd, the reference number might be EPRJOEBLOGGS0001. (Remember you can use any four-digit number at the end.)

The reference number you will provide will appear on our bank statements so we can check your payment. We may need to contact your bank to make sure the reference number is quoted correctly.

You should also email your payment details and payment reference number to [banking.team@naturalresourceswales.gov.uk](mailto:banking.team@naturalresourceswales.gov.uk) / [banking.team@cyfoethnaturiolcymru.gov.uk](mailto:banking.team@cyfoethnaturiolcymru.gov.uk) or fax it to 0300 065 3001 and enter it in the space provided below.

BACS reference

Amount paid

### Making payments from outside the UK

These details have changed. If you are making your payment from outside the United Kingdom (which must be received in sterling), our IBAN number is GB70 NWBK6070 8010 0144 38 and our SWIFT/BIC number is NWBKGB2L.

If you do not quote your payment reference number, there may be a delay in processing your payment and application.

### 3c Paying by credit or debit card

If you are paying by credit or debit card, please fill in the separate form CC1.

You can download this from our website or you can ask for one of our customer service providers to send one by post. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro UK card only.

### 3d Paying by cheque or postal order

You should make cheques or postal orders payable to Natural Resources Wales and they should be marked 'A/c Payee'.

We will not accept post-dated cheques (cheques with a future date written on them).

Cheque/ postal order number

002264

Amount paid

£2047.00

## 4 The Data Protection Act 1998 and General Data Protection Regulations

We, the Natural Resources Body for Wales (hereafter "Natural Resources Wales"), will process the information you provide so that we can:

- deal with your application;
- make sure you keep to the conditions of the licence, permit or registration;
- process renewals; and
- keep the public registers up to date.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows). We may pass the information on to our agents or representatives to do these things for us.

## 5 Confidentiality and national security

We will normally put all the information in your application on a public register of environmental information. However, we may not include certain information in the public register if this is in the interests of national security, or because the information is confidential

### Confidentiality

You can ask for information to be made confidential by enclosing a letter with your application giving your reasons. If we agree with your request, we will tell you and not include the information in the public register. If we do not agree with your request, we will let you know how to appeal against our decision, or you can withdraw your application.

**Only tick the box below if you wish to claim confidentiality for your application.**

Please treat the information in my application as confidential

☐

Tick the box to confirm you have provided evidence to support your confidentiality claim and give us the document reference, below.

☐

Document reference

## National security

You can tell the Welsh Ministers that you believe including information on a public register would not be in the interests of national security.

You must enclose a letter with your application telling us that you have told the Welsh Ministers and you must still include the information in your application. We will not include the information in the public register unless the Welsh Ministers decides that it should be included.

You can find guidance on national security in 'Core Environmental Permitting Guidance' published by Defra and available via the .Gov website.

**You cannot apply for national security via this application.**

## 6 Application checklist (you must fill in this section)

Tell us about the supporting evidence and information you have sent with this application.

**Application fee** - You must submit the correct application fee in line with our current charging scheme.

Tick the box to say you have included the correct fee.



List all the documents you have included in Table 2. Please see the guidance notes for examples on how to complete the checklist.

**If the relevant information for a question forms part of a larger document, please specify the relevant section(s) of the document.** This will speed up the process of checking your application and making decisions.

If necessary, continue on a separate sheet and tell us the reference you have given the document below.

Document reference

**Table 2 – application checklist**

Question reference	Document title/ reference	Document section

## 7 Declaration

**You must read this section before making the declaration and sending your form to us.**

**For transfer applications - Both you and the person receiving the permit must make the declaration.**

Section 7d must be completed by the current holder *and* Section 7e must be completed by the proposed new holder.

A relevant person should make the declaration. You must be a relevant person or have the authority of a relevant person to sign this application on their behalf.

Relevant people means each applicant, and in the case of a company, a director, manager, company secretary or any similar officer or employee listed on current appointments in Companies House. In the case

of a Limited Liability Partnership (LLP), it includes any partner. If the permit holder is an organisation of individuals, each individual (or individual trustee) must complete the declaration.

To simplify and speed up the application process we recommend that the declaration is filled in by an officer of a company or one of the partners in a Limited Liability Partnership (LLP).

If you wish a manager, employee or consultant etc. to sign the declaration on behalf of a relevant person, we will need written confirmation from a relevant person; that is, an officer of the company, a partner in the LLP or the individual, confirming that the person has the authority to fill in the declaration.

If you are joint permit holders you should each fill in your own declaration. We have provided extra spaces for this below. Please send in a separate sheet with your application if you need more room for signatories.

Where the operator is the subject of any insolvency procedure, the declaration must be filled in by the official receiver/appointed insolvency practitioner.

#### **7a Are you signing the form on behalf of a relevant person?**

If you are *not* a relevant person, but want to sign the application on their behalf, you must include confirmation that you can do this.

I have included written confirmation from a relevant person to confirm I can sign on their behalf. ☐

#### **7b Does your application include a standard facility?**

If your application includes a standard facility, you also need to confirm that you are able to meet all relevant criteria of the standard rule set/sets for which you are applying.

I confirm that my standard facility will fully meet the rules that I have applied for. ☐

#### **7c Does your application include ecological survey information?**

If your application includes ecological survey information, please see the guidance notes on part F1 and tick the box below to confirm that you have no issue with us using information from any ecological survey you have supplied with your application.

I confirm I am happy for the ecological survey information I have supplied to be used as set out in the guidance. ☐

#### **7d Declaration**

**If you're transferring the permit, the current holder or holders should sign this section of the declaration, and the proposed new holder or holders of the permit should sign the declaration in section 7e.**

If you knowingly or recklessly make a statement which is false or misleading to help you get an environmental permit (for yourself or another person), you are committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

**I understand that if I knowingly or recklessly make a false or misleading statement:**

- I may be prosecuted; and
- if convicted, I may have to pay a fine and/or go to prison.

By signing below, you are confirming that you understand and agree with the declaration above.

Title

MR

fsheratt

First name

FRANK

Last name

SHERATT

On behalf of (if relevant)

Today's date

8-12-2021

If you knowingly or recklessly make a statement which is false or misleading to help you get an environmental permit (for yourself or another person), you are committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

**I understand that if I knowingly or recklessly make a false or misleading statement:**

- I may be prosecuted; and
- if convicted, I may have to pay a fine and/or go to prison.

By signing below, you are confirming that you understand and agree with the declaration above.

Title	<input type="text"/>	<input type="text"/>
First name	<input type="text"/>	
Last name	<input type="text"/>	
On behalf of (if relevant)	<input type="text"/>	
Today's date	<input type="text"/>	

**7e Declaration for the person or persons receiving the permit (transfers only)**

The persons 'receiving the permit' is the proposed new permit holder.

Note: If you cannot trace a person or persons holding the permit you may be able to transfer the permit without their declaration (in section 7d above). Please contact us to discuss this and supply evidence in your application to confirm you are unable to trace one or all of the permit holders.

If you knowingly or recklessly make a statement which is false or misleading to help you get an environmental permit (for yourself or another person), you are committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

**I understand that if I knowingly or recklessly make a false or misleading statement:**

- I may be prosecuted; and
- if convicted, I may have to pay a fine and/or go to prison.

By signing below, you are confirming that you understand and agree with the declaration above.

Title	<input type="text" value="Mrs"/>	<input type="text" value="Signature"/>
First name	<input type="text" value="SARAH"/>	
Last name	<input type="text" value="McQuinn"/>	
On behalf of (if relevant)	<input type="text"/>	
Today's date	<input type="text" value="8/12/2021"/>	

If you knowingly or recklessly make a statement which is false or misleading to help you get an environmental permit (for yourself or another person), you are committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

**I understand that if I knowingly or recklessly make a false or misleading statement:**

- **I may be prosecuted; and**
- **if convicted, I may have to pay a fine and/or go to prison.**

By signing below, you are confirming that you understand and agree with the declaration above.

Title

First name

Last name

On behalf of (if relevant)

Today's date



# Application for an environmental permit:

## Part D2 – Application for transfer (installations, waste operations and mining waste operations only)

<p><b>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.</b></p> <p>Please check that this is the latest version of the form available from our website.</p> <p>Note: the current holder of the permit has to complete the relevant declaration in Part F.</p>	<p>Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website.</p> <p><b>Contents</b></p> <ul style="list-style-type: none"><li>1 About the people involved in a transfer of a permit</li><li>2 About the transfer</li><li>3 About the parts of the permit you want to transfer</li><li>4 Your ability as the new operator</li><li>5 Date on which the transfer will take place</li></ul>
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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, give us the case reference or details on a separate sheet.

Case or document reference

#### 1b Permit number

Permit number you want to transfer

#### 1c Site details (not mobile plant)

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

Site name

Address

Postcode

National grid reference (12 digit)

### 2 About the transfer

#### 2a Are you applying to transfer all or part of the permit to yourself?

All of permit ☒ Go to section 2b

Part of permit ☐ Go to section 3

#### 2b Management structure (whole permit transfers only)

If you are applying to transfer the whole permit and can demonstrate the *management structure* will stay substantially the same as that of the current holder, you may pay a lower application charge.

'Management' includes the people responsible for the management of the applicant and the regulated facility, the management techniques employed, the compliance record and financial standing of the



applicant.

If the permit is transferred to you, will you manage the activities the permit is for in largely the same way and can you provide evidence of this?

No ☐

Yes ☐ Document reference

Go to section 4

### 3 About the parts of the permit you want to transfer

#### 3a Fill in Table 1 listing the installation, waste facility or mining waste operations you want to transfer to yourself (See the guidance notes)

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

**Table 1 – Parts of the permit you want to transfer**

Activity reference						
Installations 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				
					*	
					*	
					*	
					*	
					*	
					*	
					*	

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

Document reference

#### 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 for the changes and tell us the document reference, below.

Document reference

Tick to confirm you've completed the relevant parts of C0.5 or C1 to C6 for the variation.

☐

#### 4 Your ability as the new operator

##### 4a Relevant offences - installations and waste operations only (See the guidance notes)

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

No ☒ Go to section 4b

Yes ☐ Please give details below

Title

First name

Last name

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 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

##### 4b Technical ability - relevant waste operations only (See the guidance notes)

You must have the relevant qualifications in place *before* a permit can be transferred to you. You cannot rely on any transitional provisions (Grace periods) in the approved competence schemes.

**4b1** Which approved scheme are you using to show you have the suitable technical skills and knowledge to manage your facility?

CIWM / WAMITAB

☒

ESA / EU

☐

**4b2** Evidence you already hold the relevant, formal qualifications to manage your facility.

Tick to confirm you've included all original and continuing competence evidence.

☐

##### 4c Finances (installations, waste operations and mining waste operations only)

Do you or any relevant person have current or past bankruptcy or insolvency proceedings against you?

No ☒ Go to section 4d.

Yes ☐ Please give details below of the required set-up costs (including infrastructure), maintenance and clean-up costs for the proposed facility against which a credit check may be assessed. Use a separate sheet if needed and tell us the reference.

Click here to enter text.

Please note: 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 (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)?

Bonds ☐

Escrow account ☐

Trust fund ☐

Lump sum ☐

Other ☐

Provide a plan of your estimated expenditure on each phase of the landfill or mining waste facility.

Document reference

**4d Management systems (all)**

You can find guidance on management systems in our 'How to Comply' document.

**4d1** Does your management system meet the conditions set out in our guidance?

Yes ☒

No ☐

**4d2** What management system will you provide for your regulated facility?

EC Eco-Management and Audit Scheme (EMAS) ☐

ISO 14001 ☐

BS 8555 (Phases 1–5) ☐

Green Dragon ☐

Own management system ☒

**4d3** Make sure you included a summary of your environment management system with the application. Tick the box to confirm you've done this and tell us the document reference, below. ☐

Document reference

**5 Date on which the transfer will take place**

Tell us the date that you want to transfer the permit.

For mobile plant permit transfer, this should be at least 20 working days after the application date.

For site based permits, this should be the date the proposed new holder will be *in control of the facility*. Please note; the statutory timescale for permit transfers is 2 months from the date the application is duly made. You should consider this when proposing a transfer date.

Date you want transfer to take place

ASAP



Fill in this part A if you are applying for a new permit, applying to change or surrender an existing permit, or want to transfer an existing permit to yourself.

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

Please read through this form and the guidance notes that come with it. All relevant guidance documents can be found on our website.

Where you see the term 'document reference' on the form,

give the document references and send the documents with the application form when you've completed it.

### Contents

- 1 About you
- 2 Applications from individuals
- 3 Applications from organisations of individuals
- 4 Applications from public bodies
- 5 Applications from a registered company or other corporate body
- 6 Your address
- 7 Contact details

## 1 About you

Are you applying as an individual, an organisation of individuals (for example, a partnership), a company (this includes Limited Liability Partnerships) or a public body?

- |   |                                     |                 |
|---|-------------------------------------|-----------------|
| An individual   | <input checked="" type="checkbox"/> | Go to section 2 |
| An organisation of individuals (for example, a partnership) | <input type="checkbox"/>            | Go to section 3 |
| A public body (such as a local council)                     | <input type="checkbox"/>            | Go to section 4 |
| A registered company or other corporate body                | <input type="checkbox"/>            | Go to section 5 |

## 2 Applications from individuals

### 2a Please give us the following details

Title

MRS

First name

SARAH

Last name

MCGILLICAWAY

Go to section 6

## 3 Applications from organisations of individuals

### 3a Organisation details

Organisation name

Type of organisation

If 'Other', please specify

### 3b Main representative's details

Title

First name

Last name

**3c Second representative's details:**

Title

First name

Last name

**3d Other representative's details**

If relevant, please provide details of all other representatives on a separate sheet and tick here to show that you have done so.

☐

*Go to section 6*

**4 Applications from public bodies**

**4a Public body details**

Public body name

Type of public body

If 'Other', please specify

**4b Executive officer's details**

The executive is an officer of the public body authorised to sign on your behalf.

Title

First name

Last name

Position

*Go to section 6*

**5 Applications from a registered company or other corporate body**

**5a Company details**

Company name

Company registration number

Date of registration

If you are applying as a corporate organisation that is now a limited company, please provide evidence of your status and tell us the reference number you have given this document with this evidence.

Document reference

*Go to section 6*

**6 Your address**

**6a Your main (registered office) address**

For companies this *must* be the address on record at Companies House.

Address

Postcode

MAESLAWN  
MOLD

Telephone - mobile

01752  
07787892667

Telephone - office

01352 714733

Email address

Sorenn.gilligan@bt.com  
bt connect - car

If you are applying as an organisation of individuals, every partner needs to give us their details, including their title. If necessary, continue on a separate sheet and tell us the reference you have given the sheet.

Document reference

**6b UK business address *only* if different from above**

Address

Postcode

Telephone - mobile

Telephone - office

Email address

Go to section 7

**7 Contact details**

**7a Who can we talk to about your application?**

This can be someone acting as a consultant or 'agent' for you.

Title

MRS

First name

SARAH

Last name

McGilligan

Address

HOLT HOSTEL

VILLAGE ROAD

MAESLAWN

meud

Postcode CH7 5LR

Telephone - mobile 07787892667

Telephone - office 01352 714733

Email address sardhmcgillan@btconnect.com

**7b Who can we talk to about your operation?**

Same as the application contact in 7a ☒

Title

First name

Last name

Address

Postcode

Telephone - mobile

Telephone - office

Email address

**7c Who can we talk to about your billing or invoice?**

Same as the application contact in 7a ☒

Same as the operation contact in 7b ☐

Title

First name

Last name

Address

Postcode

Telephone - mobile

Telephone - office

Email address
