

**Form IPPC 1 Part F – application for a permit, variation, transfer or surrender**



**ENVIRONMENT  
AGENCY**

For Environment Agency use only

Case reference

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

**F1 EP OPRA and Charges**

Please calculate the appropriate charge for your application by completing the template below. To complete the template you will need to refer to the current charging scheme for PPC. Please tick all boxes that are appropriate to your application.

**F1.1 Type of application**

- F1.1.1** New application  If you are making a new application for mobile plant, is this (a) the first application  or (b) a subsequent application
- F1.1.2** Variation: (a) Non-chargeable  (b) Standard  (c) Substantial   
Are you applying for the closure of a landfill (enter yes or no)?  If yes, please tick (b) Standard variation to ensure that you have identified the correct charge
- F1.1.3** Transfer: (a) Part of the permit  (b) The whole permit  If you have ticked (a) or (b), will a Fit and Proper Person assessment be made by the Agency (enter yes or no)?  If yes, remember to include the additional FAPP charge when completing section F1.4
- F1.1.4** Surrender: (a) Part of the permit  (b) the whole permit
- F1.1.5** Staged application  If ticked, go to section F1.5

**F1.2 Type of permit**

- F1.2.1** Low Impact Installation permit  If ticked, go to section F1.4.3
- F1.2.2** Standard Farm permit : (a) Large  (b) Small  If (a) or (b) ticked, go to section F1.4.4
- F1.2.3** Directly Associated activity only (i.e. you do not undertake a listed activity)  If ticked, go to section F1.4.5
- F1.2.4** All other permits

**F1.3 EP OPRA Summary (please complete if you have ticked F1.1.1 or F1.1.2). This is a summary of your current OPRA profile at the time of making the application.**

Complexity:	Band	Enter the number of activities within each band	Total charging score for each band
	A	<input type="text"/>	<input type="text"/>
	B	<input type="text"/>	<input type="text"/>
	C	<input type="text"/>	<input type="text"/>
	D	<input type="text"/>	<input type="text"/>
	E	<input type="text"/>	<input type="text"/>
<b>Emissions:</b>			
Air	<input type="text"/>	<input type="text"/>	<input type="text"/>
Water	<input type="text"/>	<input type="text"/>	<input type="text"/>
Land	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sewer	<input type="text"/>	<input type="text"/>	<input type="text"/>
Off-site waste	<input type="text"/>	<input type="text"/>	<input type="text"/>
Location	<input type="text"/>	<input type="text"/>	<input type="text"/>
Operator performance	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total OPRA charging score</b>			<input type="text"/>

**F1.4 Calculation of charge**

	Amount (£)
<b>F1.4.1</b> If you are applying for a new application or a variation: Total OPRA Charging score <input type="text"/> X Charge multiplier (see current charging scheme) <input type="text"/>	£ <input type="text"/>
<b>F1.4.2</b> If you are applying for a transfer or surrender enter the appropriate fixed charge	£ <input type="text"/>
<b>F1.4.3</b> If you have ticked <b>F1.2.1</b> enter the appropriate Low Impact Installation charge	£ <input type="text"/>
<b>F1.4.4</b> If you have ticked <b>F1.2.2 (a) or (b)</b> enter the appropriate Standard Farm permit charge	£ <input type="text"/>
<b>F1.4.5</b> If you have ticked <b>F 1.2.3</b> enter the appropriate Directly Associated activity charge	£ <input type="text"/>
<b>F1.4.6</b> Do you undertake any <b>Part A(2) or Part B</b> activities? If <b>yes</b> , how many such activities? <input type="text"/> Enter the charge for each activity, £ <input type="text"/> Multiply the number of activities by the charge for each activity, and enter the total charge for your Part A(2) and Part B activities	£ <input type="text"/>
<b>F1.4.7</b> Sum the total charges from rows F1.4.1 to F1.4.6	<b>Total fee enclosed</b> £ <input type="text"/>

**F1.5 Invoice address**

Contact name	<input type="text"/>		
Street address etc.	<input type="text"/>		
Locality	<input type="text"/>		
Post town	<input type="text"/>		
County	Postcode	<input type="text"/>	
Telephone No.	Fax No.	<input type="text"/>	

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Fee received; Amount	<input type="text"/>	Date received	<input type="text"/>	Received by	<input type="text"/>
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## F2 Commercial confidentiality and national security

**F2.1 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

**F2.2 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.

## F3 Data protection notice

The information you give will be used by the Environment Agency 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, local authorities, emergency services, DEFRA) 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.*

## F3 Data protection notice *cont.*

### Data Protection Declaration

*This Section must be signed by one of the people signing the declaration in Section F6.*

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

Signature

Name:

Date:

## F4 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

## F5 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*

## F6 Signatures and declaration

It is an offence under Regulation 32 of the PPC 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 the grant of 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:

## F6 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:**

Please submit the original application plus the appropriate number of copies. You can use the table on the back of this form to calculate the number of copies needed.

## Number of copies

### Number of copies

The following table is to help you calculate the number of copies of your application that will normally be needed. You can do this by entering the number of copies required in each blank box in the column appropriate to your application, and then writing the total at the bottom. There are notes in *Part A (1) Installations: Guide for Applicants* to help you use the table.

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 Agency determination	1	1	1
Copy for Agency public register	1	1	1
Copy for Food Standards Agency	1	1	0
Copy for Local Authority public register			
Copy for Local Authority as statutory consultee			0
Copy for Health Authority			0
Copy for Sewerage Undertaker			0
Copy for English Nature			0
Copy for Countryside Council for Wales			0
Copy for Scottish Natural Heritage			0
Copy for Harbour Authority			0
Copy for Local Fisheries Committee			0
Copy for Health and Safety Executive			0
Copy for Planning Authority			0
Copy for Secretary of State for Wales			0
<b>Total submission</b>	<b>1 original plus</b> <b>copies</b>	<b>1 original plus</b> <b>copies</b>	<b>1 original plus</b> <b>copies</b>