

Application for an environmental permit

Part B3.5 – Rearing of pigs or poultry intensively in an installation with more than 40,000 places for poultry or 2,000 places for production pigs (over 30kg) or 750 places for sows



Please read this form and the guidance notes that came with it before filling the form in.

Please write clearly in the answer spaces.

You should only use this form if your intended activity is limited to rearing of pigs or poultry intensively in an installation with more than 40,000 places for poultry or 2,000 places for production pigs (over 30kg) or 750 places for sows (as defined under <http://www.legislation.gov.uk/uksi/2010/675/contents/made>).

If you want to carry out any other activities that would require a permit (such as an anaerobic digester) you will need to fill in the appropriate parts of the Environmental Permitting Regulations (EPR) application form.

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.

Note: if you believe including information on a public register would not be in the interests of national security you must tick the box in section 5 of F1 or F3 and enclose a letter telling us that you have told the Secretary of State. We will not include the information in the public register unless directed otherwise.

We estimate that it will take less than three hours to fill in this form.

Where you see the term ‘document reference’ on the form, give the document references and send the documents with the application form when you have completed it.

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1 About you

1 Who will be named on the permit?

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

An individual

Now go to section 1a

An organisation of individuals (for example, a partnership)

Now go to section 1b

A registered company

Now go to section 1c

1a An individual

Please give the following details.

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Now complete your address in section 1d

1b An organisation of individuals

Type of organisation

For example, a partnership, a group of individuals or a club

1 About you, continued

If you are an organisation of individuals, please give the details of the main representative below. If more than one individual will be named on the permit, the details for each individual are required along with their address and contact details (e.g. telephone numbers/email addresses). Please provide these together on a separate sheet and tell us here the document reference you have given this sheet.

Document reference

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Please give us the following details of the organisation of individuals.

Name of organisation if relevant

For example, the name of the partnership

Now complete the main address for the organisation in section 1d

1c A company

Name of the company

Company registration number

Date registered (DD/MM/YYYY)

Now complete the main (registered office) address for the company in section 1d

Please give the details of the directors. If relevant, provide details of other directors on a separate sheet and tell us the document reference you have given this sheet.

Details of Director/s

For a registered company this needs to be a person listed on record at Companies House (<http://wck2.companieshouse.gov.uk/wcframe?name=accessCompanyInfo>) as a 'current appointment' to the company.

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

1d Your main (registered office) address

For companies this is the address on record at Companies House

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

1 About you, continued

1e Main UK business address (if different from above)

If the address is the same as given in answer 1d tick this box

Contact name

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

First name _____

Last name _____

Address _____

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

1f Who can we contact about your application?

If you want us to contact a consultant or an 'agent' for you or another person not named above please provide their details.

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

First name _____

Last name _____

If the address is the same as given in answer 1d tick this box

Address _____

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

1 About you, continued

1g Who can we contact about your operation (if different from question 1f)?

Title (Mr, Mrs, Miss and so on)	<input type="text"/>
First name	<input type="text"/>
Last name	<input type="text"/>
Address	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Postcode	<input type="text"/>
Contact numbers, including the area code	
Phone	<input type="text"/>
Fax	<input type="text"/>
Mobile	<input type="text"/>
Email	<input type="text"/>

1h Who can we contact about your billing or invoice?

As question 1f	<input type="checkbox"/>
As question 1g	<input type="checkbox"/>
Please give details if different from question 1f or 1g	
Title (Mr, Mrs, Miss and so on)	<input type="text"/>
First name	<input type="text"/>
Last name	<input type="text"/>
Address	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Postcode	<input type="text"/>
Contact numbers, including the area code	
Phone	<input type="text"/>
Fax	<input type="text"/>
Mobile	<input type="text"/>
Email	<input type="text"/>

2 About this application

2a Have you told us already about this application?

If you have had pre-application discussions with us before your application, please provide the details, on a separate sheet.
If you have a permit reference number previously provided to you from the Environment Agency, please enter the number here (e.g. EPR/AB1234CD).

Permit reference	<input type="text"/>
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2 About this application, continued

About your installation

2b Where is the installation? (name, address, postcode and national grid reference for the centre of the installation)

National grid reference for the centre of your installation
(for example, ST 12345, 67890)

To find out the 12-digit grid reference you can search on the UK Grid Reference Finder website:
<http://gridreferencefinder.com/>

If the address is the same as given in answer 1d tick this box

If not enter the details below

Site name

Address

Postcode

2c If your installation comprises two or more sites, where are the additional sites? (name, address, postcode and national grid reference for the centre of each site)

Site name

Address

Postcode

National grid reference for the centre of the second site of
your installation (for example, ST 12345, 67890)

If there are more than two sites then please provide further details in a separate document. If you have already had discussions with the Environment Agency about aggregating these sites, please provide details of these discussions.

Tell us below the reference you have given this sheet.

Document reference

2d What activities are you applying for?

A farm with more than 40,000 places for poultry

A farm with more than 2,000 places for production pigs (over 30kg)

A farm with more than 750 places for sows

3 Your ability as an operator

3a Management systems

Please tick the box to confirm that your management system meets the conditions set out in Sector Guidance Note EPR6.09 'How to comply with your environmental permit for intensive farming' Version 2, January 2010 (<https://www.gov.uk/government/publications/intensive-farming-introduction-and-chapters>).

3 Your ability as an operator, continued

3b Please tick to confirm that your management system covers the following

- Normal operations
- Maintenance
- Accidents
- Incidents and abnormal operation
- Complaints
- Staff and contractors have defined roles and responsibilities
- Site Closure Plan
- Staff and contractors instructions or training

3c What management system will you provide for your regulated facility?

- Own management system
- Other certified management system

Please make sure you send us a summary of your management system with your application and provide the document reference below.

Document reference _____

3d Financial status

Does the applicant or relevant person(s) have any current or past bankruptcy or insolvency proceedings against them? Please tick the following relevant box to indicate whether this is the case.

- No
- Yes

Please make reference to an accompanying document which provides details of the insolvency or bankruptcy proceedings.

Document reference _____

3e Relevant offences (refer to the application form guidance)

Have you, your company or any other relevant person been convicted of a relevant offence? A relevant offence is one relating to the environment or environmental regulation.

- No Go to question 4a
- Yes Please give details below

Name of the relevant person _____

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

First Name _____

Last Name _____

Date of birth (DD/MM/YYYY) _____

Position 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 post conviction plans if relevant) and tell us below the reference number you have given the extra sheet.

Document reference _____

4 Consultation

4a Could the activities at the farm result in process effluent (e.g. wash water or slurry) being released into a sewer managed by a sewerage undertaker? (You do not need to include domestic sewage)

No

Yes

Please name the sewerage undertaker _____

Please include any documentation concerning agreements that you may hold with them, and tell us below the reference number you have given these records.

Document reference _____

5 Supporting information

5a Provide a plan or plans for the site

We need a detailed site plan (or plans) showing:

- site location and the location of farm buildings and equipment (accurately drawn to scale, with a north-facing arrow);
- the installation boundary which should be clearly marked;
- the plan must identify all of the land on which your activity takes place;
- sources of emissions/releases (e.g. ventilation fans, incinerator, biomass boiler(s), heat exchanger(s), generator, slurry store);
- fuel and chemical storage (e.g. diesel, heating oil, LPG, pesticides, disinfectant and so on);
- the site boundary plan must be geographically correct (i.e. include fences, hedgerows or other features recognisable on site and should **not** be a schematic); and
- site drainage (including clean and dirty water drainage routes, discharge points and site surfacing).

Document reference(s) for the plans _____

5b Provide the relevant sections of a site condition report

You need to provide us with a site condition report with sections 1 to 3 completed. The H5 Site Condition Report guidance and template is available online: www.gov.uk/government/publications/environmental-permitting-h5-site-condition-report.

Document reference for the report _____

5c Provide a non-technical summary of your application

This should include a basic summary of the activities at the farm, a breakdown of the numbers and types of livestock (including details of housing and ventilation types) and a summary of the control measures arising from your risk assessment.

Document reference for the non-technical summary _____

6 Environmental risk assessment

6a Provide us with an environmental risk assessment which takes into account the impacts your installation poses to air, land and water. The risk assessment must follow our guidance 'Intensive farming risk assessment for your environmental permit' or an equivalent method as a guide.

See <https://www.gov.uk/guidance/intensive-farming-risk-assessment-for-your-environmental-permit>

Document reference for your assessment of ammonia emissions _____

Provide a copy of your ammonia screening assessment and **if necessary** a copy of a detailed modelling assessment. If detailed modelling has been undertaken, please include a copy of the electronic modelling data files on a compact disc (CD).

Where your modelling indicates the predicted process contributions are greater than the allowable thresholds your assessment and application should include proposals for ammonia reduction techniques to reduce the contribution to the allowable threshold.

Please note that there is an additional charge for the assessment of the ammonia risk assessment that must be submitted as part of this application. For the charge see <https://www.gov.uk/topic/environmental-management/environmental-permits>.

7 Emissions to air, water and land

Fill in Table 1 below with details of the emissions from your proposed site (such as ventilation from animal housing, standby generator, carcass incinerator).

7 Emissions to air, water and land, continued

Table 1 – Emissions (releases)

Emission point description and location	Source
Point source emissions to air	
e.g. Roof fan outlets on Finisher House 1 as shown on site layout plan	Finisher House 1
Point source emissions to water	
e.g. Yard drainage discharge to off-site ditch 'Mill Stream', as shown on the site drainage plan	Uncontaminated surface water from yard areas around the office
Point source emissions to land	
e.g. Roof water run-off from Broiler House 3	Lightly contaminated roof water from Broiler House 3
Point source emissions to sewer, effluent treatment plants or other transfers off site	

If you require more space to list all emission points, please provide this information on a separate sheet.

Document reference for list of emission points

8 Operating techniques

8a Technical standards

Tick the box to confirm that the operation of the farm will be in accordance with the relevant sections of Sector Guidance Note EPR6.09 'How to comply with your environmental permit for intensive farming' Version 2, January 2010 (<https://www.gov.uk/government/publications/intensive-farming-introduction-and-chapters>).

Please provide a summary of the main measures you intend to use to control emissions from the farm.

Document reference

8 Operating techniques, continued

8b Odour

It is possible that any odour from the farm may impact nearby receptors. The appropriate measures for this sector can prevent odour emissions, or where that is not possible, they can minimise odour emissions.

	Yes	No
Are there sensitive receptors within 400m of the installation boundary?	<input type="checkbox"/>	<input type="checkbox"/>
Has the farm been the cause of any odour complaints?	<input type="checkbox"/>	<input type="checkbox"/>

Sensitive receptors include, but are not limited to, neighbouring dwellings, workplaces, schools, hospitals or parks.

If you have answered 'yes' to either of these questions please provide a written odour management plan and indicate the reference you have given this plan below.

Document reference _____

To help produce your odour management plan further information is available in the accompanying guidance.

8c1 Noise

It is possible that noise from the farm may impact nearby receptors such as local residents. The appropriate measures for this sector can prevent noise emissions, or where that is not possible, they can minimise noise emissions.

	Yes	No
Are there sensitive receptors within 400m of the installation boundary?	<input type="checkbox"/>	<input type="checkbox"/>
Has the farm been the cause of noise complaints?	<input type="checkbox"/>	<input type="checkbox"/>

Sensitive receptors include, but are not limited to, neighbouring dwellings, workplaces, schools, hospitals or parks.

If you have answered 'yes' to either of these questions please provide a written noise management plan and indicate the reference you have given this plan below.

Document reference _____

8c2 Dust and bio-aerosol

It is possible that noise from the farm may impact nearby receptors such as local residents. The appropriate measures for this sector can prevent dust and bio-aerosol emissions, or where that is not possible, they can minimise dust and bio-aerosol emissions.

	Yes	No
Are there sensitive receptors within 100m of the installation boundary?	<input type="checkbox"/>	<input type="checkbox"/>

Sensitive receptors include, but are not limited to, neighbouring dwellings, workplaces, schools, hospitals or parks.

If you have answered 'yes' to either of these questions please provide a written dust and bio-aerosol management plan and indicate the reference you have given this plan below.

Document reference _____

To help produce your dust and bio-aerosol management plan further information is available in the accompanying guidance.

8d Types and amounts of raw materials

Please list in Table 2 the raw materials that are used and their quantities as indicated under the respective sections.

If you have already included this information in your management system, please indicate the reference you have given this table below.

Document reference _____

8 Operating techniques, continued

Table 2 – Raw materials

Inventory of raw materials	Justification for use of this material	Quantity used (litres or kg per year)	Quantity stored on site (litres or kg)
a) Biocides (includes disinfectants, wood preservatives, slimicides)			
b) Pesticides (includes herbicides, fungicides, insecticides, vertebrate control products)			
c) Veterinary medicines (excluding dietary additives)			
d) Bedding types			
e) Fuels and oils			

8e Existing buildings, manure, wash water and slurry storage

If your farm will comprise a mixture of new and existing buildings you should review any existing livestock housing and site drainage. Please identify all aspects of the design and management which do or do not meet BAT (Best Available Techniques) standards. Where you identify any improvements that you can make to either the design or management of the housing and drainage which will help to reduce the emissions, you should submit an Improvement Plan with a timetable for implementation. This plan may be included as part of an improvement programme within your permit.

Guidance on completing a housing and drainage review can be found in Annex 7 and Annex 8 of Sector Guidance Note EPR6.09 'How to comply with your environmental permit for intensive farming' Version 2, January 2010.

Document reference for housing review _____

Document reference for drainage review _____

8f For each type of livestock, tell us the number of animal places you are applying for

Please enter into Table 3 the maximum number of livestock by type that will be held at the installation at any one time.

8 Operating techniques, continued

Table 3 – Livestock

Type of livestock	Number of places
Poultry (e.g. Broilers, Ducks, Layers)	
Pigs	
Sows	
Production pigs >30kg	
Pigs <30kg	

8 Operating techniques, continued

8g Is slurry stored on the installation?

No Now go to question 8i

Yes

If yes, all **new and substantially reconstructed** or **substantially enlarged** slurry storage systems must conform with the technical measures detailed in the Water Resources (Control of Pollution) (Silage, Slurry and Agricultural Fuel Oil) (England) Regulations 2010 and as amended 2013 (SSAFO) and must be covered.

Describe how your slurry system will operate and include a description of the type of cover.

Document reference for the summary

8h Is existing slurry storage covered?

No All existing slurry stores will need to be covered. Please make reference to an accompanying document which details proposals for covering any existing uncovered slurry stores and lagoons. You should include a timetable for installing the cover(s).

Yes Now go to question 8i

Document reference

8i Is manure stored on the installation?

No Now go to question 8k

Yes Now tick all of the following that apply:

Manure is stored in the yard on an impermeable base, and the effluent is collected in a tank or onsite slurry storage

Manure stores are covered

None of the above – make reference to an accompanying document which explains the situation.

Document reference

8j If manure/used litter is stored on the farm, please state the maximum amount stored within the installation boundary at any one time in approximate tonnes:

8k Is manure or slurry spread on land owned or controlled by the operator?

No

Yes

8l Is manure or slurry exported from the installation?

No

Yes

9 Environmental impact assessment

Have your proposals had an environmental impact assessment as part of a planning application, under Council Directive 85/337/EEC of 27 June 1985 (Environmental Impact Assessment) (EIA)?

Please read guidance notes for instruction as to when this would be required.

No Now go to section 10

Yes Please provide a copy of the environmental statement and, if the procedure has been completed:

- a copy of the planning permission; and
- the committee report and decision on the EIA.

Document reference for the copy

10 Resource efficiency and climate change

10a Have you entered into, or will you enter into, a climate change levy agreement?

No Describe how you ensure you use energy efficiently at your farm.

You may have already included this information in your management system.

Document reference of this description

Yes

Please give the date you entered (or the date you expect to enter) into the agreement (DD/MM/YYYY)

Please also provide documents that prove you are taking part in the agreement.

You may have already included this information in your management system.

Document reference of the proof you are providing

10b Describe how you avoid producing waste in line with Council Directive 2008/98/EC on waste

If you produce waste, describe how you recover it.

If it is technically and financially impossible to recover the waste, describe how you dispose of it while avoiding or reducing any effect it has on the environment.

You may have already included this information in your management system.

Document reference for your description

11 Payment

You must submit an application fee with your application. For guidance on the fee and how to pay your charges, please see the document 'Environmental Permitting Charging Scheme & Guidance' (<https://www.gov.uk/government/publications/environmental-permitting-ep-charges-scheme>)

or contact us using one of the options in section 17.

Please note that the charges are revised on 1 April each year. There is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

Tick below to show how you have paid.

Cheque

Postal order

Cash

Credit or debit card

Electronic transfer (BACS)

We do not recommend sending cash through the post. If you cannot avoid this, please use a recorded-delivery postal service and enclose your application reference details.

If you are applying for a number of farms the combined fees can be paid through a single transaction by one of the following methods:

Cheques

You should make cheques or postal orders payable to 'Environment Agency' and make sure they have 'A/c Payee' written across them if it is not already printed on.

Please write the name of your company and application reference number on the back of your cheque or postal order. We will not accept cheques with a future date on them.

11 Payment, continued

Credit/debit cards

If you are paying by credit or debit card we can call you. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro card only.

Call me to arrange payment by debit or credit card

Electronic transfer (BACS)

If you choose to pay by electronic transfer, you will need to use the following information to make your payment:

Company name	Environment Agency
Company address	SSCL (Environment Agency), PO Box 797, Newport, Gwent, NP10 8FZ
Bank	RBS/NatWest
Address	London Corporate Service Centre, CPB Services, 2nd Floor, 280 Bishopsgate, London EC2M 4RB
Sort code	60-70-80
Account number	10014411
Account name	EA RECEIPTS
Payment reference number	PSCAPPXXXXYYY

You need to create your own reference number. It should begin with PSCAPP (to reflect that the application is for a permitted activity) and it should include the first five letters of the company name (replacing the Xs in the above reference number) and a unique numerical identifier (replacing the Ys in the above reference number). The reference number that you supply will appear on our bank statements.

You should also email your payment details and reference number to ea_fsc_ar@sscl.gse.gov.uk.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23NWK60708010014411 and our SWIFTBIC number is NWBKGB2L.

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

12 Privacy notice

The Environment Agency is the data controller collecting this personal data. You can contact our Data Protection Officer at:

Address: Data Protection team
Environment Agency
Horizon House
Deanery Road
Bristol
BS1 5AH

Email: dataprotection@environment-agency.gov.uk

Why are we collecting personal data and what will we do with it?

We are collecting and processing personal data in order to process payment details and issue a suitable permit.

We are processing personal data relating to criminal convictions and offences, or related security measures, under official authority.

Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller; namely, to issue an environmental permit. Failure to provide the information requested will mean that we cannot issue a permit to you.

Sharing and transferring personal data

We will not share or disclose your personal data to any other party outside the Environment Agency without your explicit consent unless lawfully able to do so.

We will not transfer the personal data that you provide outside the European Economic Area.

How long we hold personal data for

We will keep your personal data for the length of time your permit exists in line with our standard information retention policy.

Automated decision making and profiling

We will not use the information you provide for automated individual decision making (making a decision solely by automated means without any human involvement) or profiling (automated processing of personal data to evaluate certain things about an individual).

12 Privacy notice, continued

Your rights

You have rights under the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA 2018). The Information Commissioner's Office (ICO) is the supervisory authority for data protection legislation.

The ICO website has a full list of your rights under data protection legislation. You can access this here:
<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights>

You have the right to lodge a complaint with the ICO at any time. Should you wish to exercise that right full details are available at:
<https://ico.org.uk/make-a-complaint>

13 Confidentiality and national security

Confidentiality

We will normally put all the information on the public register of environmental information. However we may not include certain information in the public register if this isn't in the interests of national security, or because the information is confidential (see the guidance accompanying this form which explains what we mean by confidentiality).

You can ask for information to be made confidential by ticking the box below and 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 to 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

National security

You can tell the Secretary of State 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 Secretary of State and you must still include the information in your application. We will not include the information in the public register unless the Secretary of State decides that it should be included.

You can find guidance on national security in 'Environmental permitting guidance: core guidance', published by Defra and available via www.gov.uk.

You cannot apply for national security via this application.

14 Declaration

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 2016.

A relevant person should make the declaration.

Ensure a relevant person makes the declaration. A relevant person means **each** individual applicant (or individual trustee) who is applying for their name to appear on the permit; each person must complete this declaration so you will have to print a separate copy of this page for each additional individual to complete.

In the case of a registered company, this must be a person who is listed as a 'current appointment' at Companies House.

If you wish a manager or other employee to sign the declaration on behalf of the Company or Limited Liability Partnership (LLP) we will need a letter signed by a relevant person, that is an officer of the Company or a partner in the LLP confirming that the person has the authority to fill in the declaration.

In the case of a Limited Liability Partnership (LLP), it includes any partner.

An agent acting on behalf of an applicant is NOT a relevant person.

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.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

Tick this box to confirm that you understand and agree with the declaration above

Title (Mr, Mrs, Miss and so on)

First Name

Last Name

Position

Today's date (DD/MM/YYYY)

If you are an organisation of individuals, for example a partnership, each individual (or individual trustee) who is applying for their name to appear on the permit must complete the declaration. If there are more than three individuals making the declaration, print a separate copy of this page for the additional individuals to complete.

14 Declaration, continued

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.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

Tick this box to confirm that you understand and agree with the declaration above

Title (Mr, Mrs, Miss and so on) _____
 First Name _____
 Last Name _____
 Position _____
 Today's date (DD/MM/YYYY) _____

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.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

Tick this box to confirm that you understand and agree with the declaration above

Title (Mr, Mrs, Miss and so on) _____
 First Name _____
 Last Name _____
 Position _____
 Today's date (DD/MM/YYYY) _____

15 Application checklist (please fill in this section)

If your application is not complete we will return it to you. If you aren't sure about what you need to send, speak to us before you submit your application.

Tell us what you have sent with this application.

The correct application fee under our charging scheme

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

Document reference _____

Document title	Document reference
Summary of environment management system	
Site location plan and site layout plan	
Site drainage plan	
Site condition report	
Non-technical summary	
Environmental risk assessment (including either ammonia screen or detailed modelling)	
Technical standards	
Odour management plan (if required)	
Noise management plan (if required)	
Pest or fly management plan (if relevant)	
Raw materials inventory	
Housing and drainage review (if required as part of an improvement programme)	
Environmental impact assessment from planning application (if required)	
Energy efficiency	
Waste minimisation review	

16 Where to send your application and how many copies to send us

Where to send the application

Please send your filled in application form to:

Permitting Support Centre
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

Email: PSC@environment-agency.gov.uk

Please tick this box if you wish to have all communication about this application sent via email (we will use the details provided in Part A)

You will need to submit

- **one** electronic or **one** paper copy.

17 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

If you are happy with our service, please tell us. It helps to identify good practice and encourages our staff. If you are 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.