

Environment and Resources Authority
Application for an Environmental Permit

Address: Environment and Resources Authority
Environmental Permitting Unit
Hexagon House, Spencer Hill,
Marsa. MRS 1441. Malta.

Telephone: 2292 3500



Form 1 - Please complete in block letters. The requested information must be completed in full. Failure to provide adequate information will delay processing of the application.

(For office use only)
Date application and stamp:

D	D	M	M	Y	Y
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(For office use only)
Reference Number:

						Y	Y
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Proposed Activity

Location of Proposed Activity

Property name

Street

Locality

Local Council

Personal details of applicant or contact person:

Surname	Name
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Address:

Registered Address

Town:

Postal Code:

Telephone Number:

Fax:

Mobile:

E-mail:

ID card number:

VAT number:

NACE code:

(VAT number and NACE code are to be included where available).

Details of company or institution on behalf of which the application is being made:

Registered Company Name

Address:

Registered Address

Town:

Postal Code:

Telephone Number:

Fax:

Mobile:

E-mail:

VAT number:

NACE code:

Company registration number:

Attach supplementary forms as indicated in the boxes below

Titles of supplementary forms, site plans and documentation	Attachment Number
Site plan showing location of facility	1
Site layout plan showing main site features and locations of raw materials, products and waste	2
Process flow diagram	3
Curriculum vitae of company representative responsible for environmental issues	4
Site layout showing discharge points of effluent and emissions to atmosphere	5

Applicant's declaration

I apply for the environmental permit as indicated above, and declare that, to the best of my knowledge, all the information contained in this application and on the submitted plans and documentation is correct.

Signed

On behalf of/in my own name (in block letters)

Date

PLEASE READ THE FOLLOWING BEFORE SIGNING - Data Protection Clause

In terms of the Data Protection Act (Chapter 440 of the Laws of Malta), we will process any personal and/or sensitive data supplied on/in this application, request or notification form or subsequently supplied by yourself, whether orally or in writing, for all or any of the following:

1. The proper processing of your application, request and/or notice as submitted;
2. Preventing, detecting and/or prosecuting fraud and any other criminal activity which the Authority is bound to report and/or act upon whilst meeting any other specific legal or regulatory obligations;
3. Establishing, exercising or defending any legal action;
4. Internal management, research and statistics, systems administration, the development and improvement of our services;
5. The protection and promotion of our legitimate interests and the proper conduct of our obligations arising under any law or statutory instrument; and
6. To make public the necessary information as specified in the relevant law and/or instrument.

Relevant data will be disclosed or shared as appropriate with all our employees and with other third parties if pertinent to any of the purposes listed above.

Every field on the form is mandatory. Should you fail to fill in any mandatory field, we reserve the right to refuse the application. Should any field be inapplicable to your particular circumstances please mark that field with the letters "N/A".

You have the right to require that we provide you with access to your personal data as well as the right to rectify, or, in appropriate circumstances, erase/edit any inaccurate, incomplete or immaterial personal data which is being processed. However, you are required to inform us immediately of any alterations relating to your personal data which we are processing.

By signing this form, you confirm that you are giving your explicit consent, in terms of the Data Protection Act, on behalf of yourself and all the other persons specified in this form for the Authority to process your respective

personal information as outlined above and you confirm that you have brought this Data Protection notice to the attention of these other persons and obtained their respective consents.

We undertake to implement appropriate measures and safeguards for the purpose of protecting the confidentiality, integrity and availability of all data processed.

This form is to be completed by all applicants for an environmental permit. As an environmental permit is applicable to companies in a range of activities some of the questions may not be relevant to a specific enterprise, in which case “N/A” should be inserted. ERA reserves the right to request additional information, including analysis of specific emissions or wastes, after examination of this Form or after a site visit by ERA staff. The applicant must also attach appropriate maps etc. to this application document, as requested in certain sections below. If there is not sufficient space to include all relevant details, please attach further referenced annexes or expand the digital version of the application as necessary.

The Environment and Resource Authority (ERA) should be provided with one (1) hard copy of the application form as well as one (1) copy in digital format. A signed copy of the form must be posted to ERA at the above address. Please complete the form and appendices by typing or with block letters. Incomplete forms will result in delays in the processing of the application.

Section 2 – Definition of site and Development Permit

2.1. Show the location of the site on a site plan of appropriate scale, as Attachment 1. Site plans may be downloaded from the Map Server on the Planning Authority (PA) website (www.pa.org.mt) or can be purchased through the PA Mapping Shop. The site plan should:

- Include an A4 or A3 sized plan;
- Be of a scale of 1:10,000 or 1:2,500 as appropriate;
- Show all existing development within 250 metres of the boundary site including all roads and buildings; and
- Indicate in red the outline of the proposed site including all necessary infrastructure (existing and/or proposed), such as site access roads.

2.2 List relevant development (planning) permits and any pending development applications on site quoting permit/application number. Sites where activities predate the Development Planning Act (1992) should attach an equivalent permit (e.g. PAPB permit) for the activity on site.

Development permit/application number:

2.3. Provide, as Attachment 2, an A3 sized (or larger) site layout plan showing the location and nature of major site features and activities.

All plans submitted, as part of any application, must bear a unique number, and be dated and signed by the applicant.

Section 3 – Site Activities and Management

3.1. Describe the main activities carried out on the site.

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3.2 Number of installation’s employees.

Number of employees	Tick as applicable
Up to 10	
11 - 50	
51-100	
More than 100	

3.3. Kindly provide, as Attachment 3, an outline flow diagram illustrating the major process steps, the input of raw material, the output of product and the associated points of generation of significant emissions and waste.

3.4 Contact details of company representative responsible for environmental issues.

Name:

Mobile:

E-mail:

The site must be managed by persons who are technically competent to carry out the proposed activity. Information on qualifications, experience and technical competence of the company representative responsible for environmental issues must be submitted (kindly attach the relevant curriculum vitae as Attachment 4). Information on whether any professional or technical training is to be provided to the site operators should also be included.

3.5 Please indicate whether records are kept for various processes within the site (where applicable).

Records kept	Yes/No
Operational procedures (standard operational procedures, quality assurance, etc.)	
Maintenance records	
Staff training	
Incidents on site	
Recording of environmental performance	
Complaints	
Movements of waste on and/or off the site	

3.6 Kindly indicate Environmental Management System (EMS) in place as per table below:

Type of EMS	Yes/No
EMAS	
ISO 14001	
In - house	
None	

Section 4 – Storage, Raw material Usage and Equipment

This section details the information required regarding raw materials used on site.

4.1 List the main raw materials used on site in quantities greater than 1 tonne per year, and methods of storage (drums, bulk tank, etc.). Also label on the site layout plan (Attachment 2) the location of storage areas as per the location codes below.

Location Code	Raw material	Maximum amount stored at any one time	Method of storage and containment
RM1			
RM2			
RM3			
RM4			
RM5			
Continue as required			

4.2 Fuel oil: Specify type, maximum amount stored and storage arrangements (including protection against spills). Also label on the site layout plan (attachment 2) the location of storage areas as per the location codes below. Locations of any on-site fuelling areas (FA1, FA2, etc) and/or vehicle maintenance areas (VM1, VM2, etc.) must also be marked.

Location Code	Fuel type	Maximum amount stored at any one time	Annual consumption	Use (e.g. for generator, boiler, vehicles ¹)	Method of storage and containment (bunds, spill kits, etc.)
F1					
F2					
F3					
Continue as required					

¹ Please indicate vehicles' use of fuel only where vehicles are filled on site (not at off-site petrol stations).

4.3 Chemicals: this section must be completed for any chemical whose annual uses exceeds one tonne. For each chemical provide name, CAS number, risk phrases, quantity used annually, maximum amount stored on site. Indicate the storage location on the site layout plan (Attachment 2) of storage as per the location codes below.

Information must be submitted on any mitigation measures to be adopted in order to minimise emissions and hazards arising within the chemical/ raw material, so as to ensure that adequate protection for human health and the environment is provided. Information on monitoring procedures to be adopted should also be included. Documented emergency procedures which will be adopted should the need arise should also be included. MSDS sheets (Material Safety Data Sheets) for these chemicals should be submitted with the completed application form.

Location Code	Chemical	CAS Number	Risk Phrases	Maximum amount stored at any one time	Annual consumption ¹	Mitigation and monitoring procedures
C1						
C2						
C3						
C4						
C5						
C6						
C7						
Continue as required						

¹ If you consider any of these amounts to be commercially confidential, please submit this information as one of the following ranges: 1-10 tonnes, 10-100 tonnes, 100-1000 tonnes, >1000 tonnes.

4.4 Toxic chemicals: This section must be completed **only** if the company stores/utilises/produces chemicals with the following risk phrases/ Hazardous codes (irrespective of the annual consumption)

R phrase	Description	H Code	Description
R40	Limited evidence of a carcinogenic effect	H 340	May cause genetic defects
R45	May cause cancer	H 341	Suspected of causing genetic defects
R46	May cause heritable genetic damage	H 350	May cause cancer
R49	May cause cancer by inhalation	H 350i	May cause cancer by inhalation
R60	May impair fertility	H 351	Suspected of causing cancer
R61	May cause harm to the unborn child	H 360D	May damage the unborn child
R68	Possible risk of irreversible effects	H 360F	May damage fertility

Indicate the storage location on the site layout plan (Attachment 2) of storage as per the location codes below. Please list the “risk products” and the quantity used, below or in an attached document:

Location Code	Chemical	CAS Number	Risk Phrases	Maximum amount stored at any one time	Annual consumption	Mitigation and monitoring procedures
TC1						
TC2						
TC3						
TC4						
TC5						
TC6						
TC7						
Continue as required						

4.5 Ozone depleting substances and Fluorinated greenhouse gases: Equipment with a fluid charge of 3 kg or more should be registered using the table below.

Equipment code	Type of equipment ¹	Use ²	Charge (kg)	Type of substance ³
EQ1				
EQ2				
EQ3				
EQ4				
EQ5				
Continue as required				

¹ Hermetically-sealed systems, fixed systems or mobile systems

² Firefighting, refrigeration/air-conditioning or high-voltage switchgear

³ E.g. R22, R407c, R134a

Section 5 – Waste Management

This section details the information required regarding wastes generated or processed on site.

5.1 List the wastes generated or processed on site, giving the EWC (European Waste Catalogue) Code, the maximum storage capacity on site, method of processing and/or disposal, and methods of storage and containment (drums, bulk tank, vats, etc.). Also label on the site layout plan (Attachment 2), the location of storage areas as per the location codes below.

Location Code	Type of Waste	EWC code (from Commission decision 2000/532/EC establishing a list of wastes)	Quantity (maximum site capacity)	Method of processing and/or disposal	Method of storage and containment
WM1					
WM2					
WM3					
WM4					
WM5					
Continue as required					

All transfers of waste are to be consistent with the requirements of Legal Notice 184 of 2011 as amended, and shall make use of waste carriers registered with ERA under Legal Notice 106 of 2007. All exports of waste are to follow Regulation (EC) 1013/2006 of the European Parliament and of the Council of 14th June 2006 on shipments of waste and further amendments.

5.2 Where wastes are being treated or disposed on site, details regarding treatment or processing are to be attached as a separate annex, providing the basic specifications of equipment being used. Location of such equipment is to be indicated on the site layout plan, Attachment 2.

Section 6 – Discharge of Effluent

6.1. Describe in the table below which types of effluents arise on site (excluding domestic sewage discharged to sewer and stormwater), how they are treated and where they are discharged to (e.g. sewer, sea, land). The discharge point to sea is to be indicated and geo-referenced on a separate site layout plan (Attachment 5), as per the location codes below.

Effluent Location Code	Origin	Composition	Maximum volume (m³/day)	On site / Away from the site¹	Treatment (prior to discharge)	Geo-referenced coordinates for discharges to sea only
E1						
E2						
E3						
E4						
E5						
Continue as required						

6.2 Number of Sewer Discharge Permit from the Water Services Corporation (WSC)

6.3 Describe how rainwater is handled on site. Also attach a site drainage map indicating rainwater capture and harvesting/discharge as part of Attachment 5.

¹ Eg. via underwater pipeline

Section 7 - Emissions to Atmosphere

Information should be provided on the nature and quantities of any foreseeable emissions from the site into the air; such emissions should include gaseous emissions, as well as emissions of dusts, fibres and particulates. Information must also be submitted on any mitigation measures to be adopted in order to minimise the nuisances and hazards arising within the facility, so as to ensure that adequate protection of human health and the environment is provided. Information on monitoring procedures to be adopted should also be included, as should documented emergency procedures which will be adopted should the need arise.

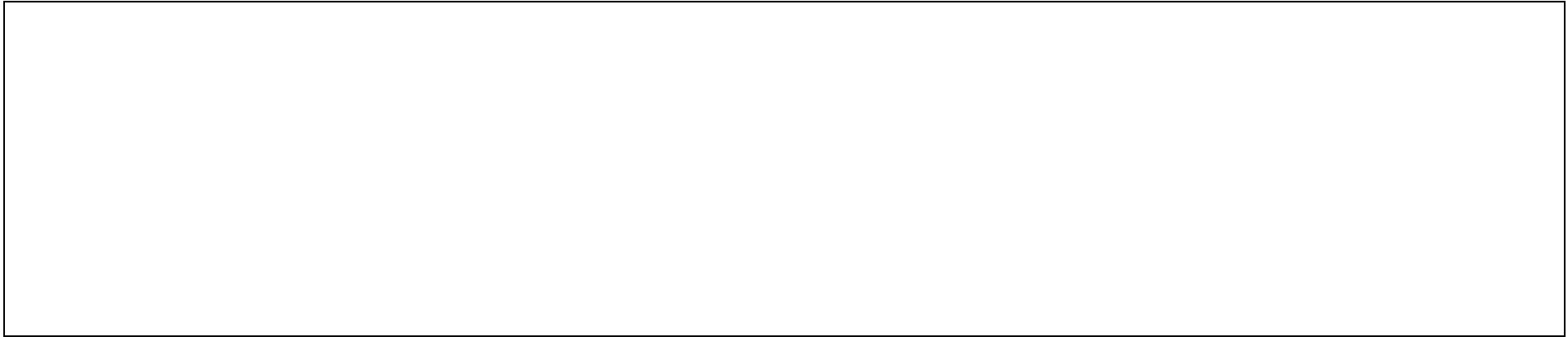
7.1 Point source emissions to atmosphere from process or related activities: The location of significant point sources (eg. Stacks from boilers/generators, vents, etc.) should be shown on the site layout plan (Attachment 5) as per the location codes below. Possible sources of odour should also be included.

Emission Location Code	Source of emission	Content of emission	Treatment/abatement	Stack height (m)¹
PS1				
PS2				
PS3				
PS4				
PS5				
Continue as required				

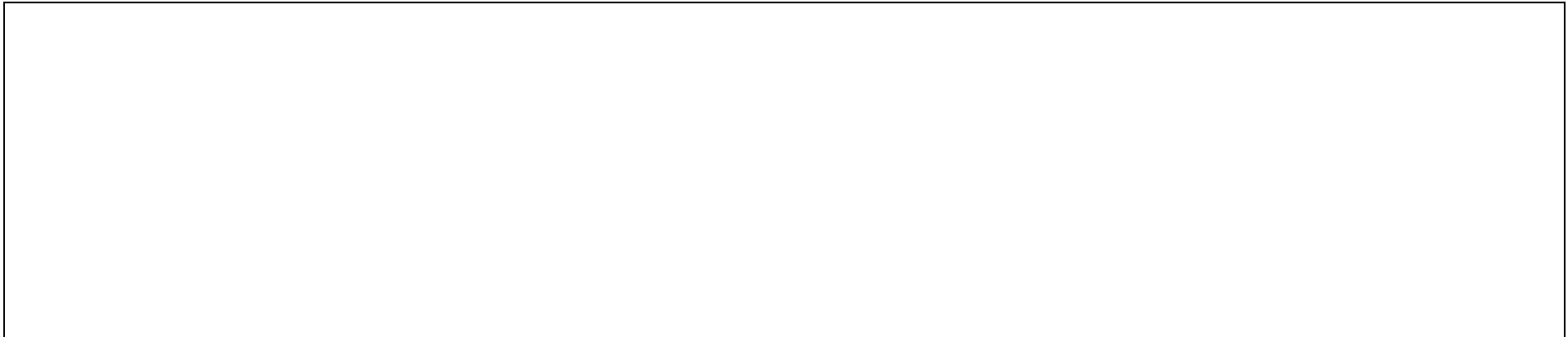
7.2 Boilers/Generators: For each boiler/generator give the rated thermal input, power output, type of fuel, and height of discharge point¹. Also show the location of boilers (B1, B2, etc.) and generators (G1, G2, etc.) on the site layout plan (Attachment 5).

¹ Height above the last habitable floor within a 25 metre radius.

7.3 Non-point sources: Describe the origin of each significant diffuse emission, its nature and composition, and means of control (if any). Issues regarding odour should also be included. Show the location of significant non-point sources on Attachment 5, making reference to the source of the emission.



7.4 Describe any source of significant amounts of noise, detailing abatement measures applied.



Section 8 – Miscellaneous issues

8.1 Describe controls in place for the issues listed in the table below.

Issue	Control measure
1 Litter and windblown materials	
2 Birds and scavengers	
3 Pests	
4 Site security measures	
5 Contingency against fire	

Section 9 – Funding

Please ensure that the following are clearly marked:

EU Funded applications (yes/no)	
If applicable indicate EU Funding instrument	