



# **Local Government (Water Pollution) Acts, 1977 & 1990**

## **For Licence Review**

### **APPLICATION FOR A LICENCE TO DISCHARGE TRADE AND/ OR DOMESTIC WASTE WATER TO SURFACE WATER**

Your completed review application accompanied by all relevant information and payment is to be sent to the following address:

Address:	Discharge Licensing,
	Environment Section,
	Cavan County Council,
	17 Farnham Street,
	Co.Cavan
Phone:	049 4378486

**PART I - Section 1**

**A. Guidance on Applying for a Review of Licence**

For the purpose of ensuring that all information held with regard to the licence is correct and up to date the licensing authority will require the licensee to submit a completed application form for the purpose of the licence review.

However, in addition to completion of an application form an Article 13 Notice will also be issued to the licensee, as required under Regulation S.I. 108 of 1978. This notice will identify site specific information needs and issues to be addressed by the licensee. Requirements for maps, effluent characteristics, effluent treatment details and impact on receiving waters will vary depending on the scale of enterprise, the quality of documentation available on existing licence file and whether current file documents are up to date. It is recommended that the licensee and Agent consult with the Environment Section in relation to these matters in advance of completion of application form.

Over time and particularly in relation to trade effluents significant changes may have occurred since the original licence application or last licence review. Such changes may relate to

- processes giving rise to the effluent raw effluent characteristics and loads
- wastewater treatment plant performance
- Water usage
- Site drainage systems
- Site development works

It is important that up to date documentation is available for the licence review and public consultation process

**The applicant is requested to read the “Guidance on Applying for a Discharge Licence” before completing this licence application form.**

**B. Completing the Application Form**

The Applicant is asked to contact the Licensing Authority in the event that:

- they are having difficulty in providing all the information required in the application form
- they are unsure of what information they are to provide in the form
- they are unsure of where to source the information required in the form
- they require any information or guidance on filling out the form

**The Licensing Authority WILL NOT be able to process an incomplete application.**

**Who Should Fill in This Form?**

This form is comprised of four separate parts as follows:

- **Part I – Declaration & Signatures**  
This part is to be completed by all applicants for a review of licence to discharge to waters

**B. Completing the Application Form**

○ **Part II – General Details**

This part is to be completed by all applicants for a review of licence to discharge to waters.

○ **Part III – Effluent Details**

This part is to be completed by all applicants for a review of licence to discharge to waters

○ **Part IV – Discharges to Surface Water**

This part is to be completed by all applicants who propose to discharge trade effluent or domestic waste water (or both) to surface water. For clarification on what constitutes a trade effluent or a domestic waste water refer to the “*Guidance on Applying for a Discharge Licence*”. Clarification on what is defined as a surface water is also provided.

**Additional Sheets**

Where any part of the Application Form does not afford sufficient space to provide the required information then the Applicant should attach additional sheets to the form containing such information.

The additional sheets should cross-reference between the Application Form and the sheets. Mark each sheet with the name of the Applicant and the name of the premises from which the discharge is generated and indicate the section and part of the Application Form to which the additional sheets relate.

**Request for Further Information**

The Licensing Authority is entitled under Section 7(3) of the *Local Government (Water Pollution) Regulations, 1978* to request the Applicant to submit additional information that the Licensing Authority deems to be necessary for the consideration of an application for a discharge licence.

Where this information is not provided by the Applicant within a three month period of receiving such a request then the Licensing Authority may carry out the necessary investigations to acquire the information, the cost of which is to be borne by the Applicant. Alternatively the Licensing Authority may proceed to make a determination on the application in the absence of such information.

**C. Signatures of the Applicant & Agent**

Identify the class of discharge to which this application pertains.

**I hereby make an application for a licence to discharge *trade or domestic effluent* (delete as appropriate) to Surface Waters under the Local Government (Water Pollution) Act 1977 in respect of the particulars included in this application on behalf of**  
*(insert name of the Applicant).*

Where this application is made by an Agent on behalf of an Applicant, the signature of the Applicant must be provided below confirming the authorisation of the Agent to apply for a licence on their behalf:

**I hereby authorise** *(name of Agent)*  
**to apply for a discharge licence on behalf of**  
*(name of Applicant).*

**Signed:**  **Date:**   
*(provide signature of Applicant)*

**Name (in print):**

**I hereby declare that I am fully aware of my responsibilities to implement the conditions of any licence granted on the basis of this application and acknowledge that I may be subject to criminal liability whereby the terms of the licence are not complied with.**

**Signed:**  **Date:**   
*(provide signature of Applicant)*

**Name (in print):**

**Refer to the “Guidance on Applying for a Discharge Licence” for definitions of the Applicant and the Agent.**

**PART I – DECLARATIONS & SIGNATURES**

**PART I - Section 2**

**A. Disclosure of Information**

The Freedom of Information Act, 1997 (as amended) states that every person has a right to access to any record held by a public body. This includes discharge licenses (and associated applications) held by the Local Authority. The Local Authority may refuse to provide access to records held by them where the information was provided to the Local Authority in confidence with the understanding that it is to be treated as confidential. Circumstances under which confidentiality may apply include where information submitted in the application contains commercially sensitive information or matters of National security.

The Applicant is requested to identify all information submitted with the application which is to be treated as confidential and is requested to identify the grounds on which the information may be categorised as confidential.

**B. False or Misleading Information**

It is an offence under the *Local Government (Water Pollution) Act, 1977* to knowingly submit false or misleading information in the licence application and an Applicant is liable to a fine on summary conviction of such an offence.

Please provide signature of the authorised representatives of the Applicant and where appropriate the Agent confirming that all the information submitted in this application is correct and that they have made themselves aware of the provisions of the Freedom of Information Act.

**I/we hereby declare that I/we have made myself/ourselves aware of the provisions of the Freedom of Information Act and that I/we understand that there is a legal obligation on the Local Authority to make this discharge licence application available for inspection by third parties.**

**I/We hereby declare that to the best of my/our knowledge all of the information provided in this application is true and correct.**

**Signed:**  **Date:**

*(provide signature of the Applicant)*

Name (in print):

**Signed:**  **Date:**

*(provide signature of the Agent)*

Name (in print):

**PART II – GENERAL DETAILS**

**PART II – Section 1**

**A. Contact Details – Applicant**

**A. (i) Provide contact details for the Applicant below**

<b>The Applicant is:</b>  Please insert an “x” in the appropriate box.	<input type="checkbox"/> An Individual  <input type="checkbox"/> A Group of Individuals  <input type="checkbox"/> A Corporate Body
<b>Name (Principal Contact)*</b>	
<b>Address</b>	
<b>Phone Number (day)</b>	
<b>Phone Number (night)</b>	
<b>Fax</b>	
<b>e-mail</b>	
<p><b>* Where the Applicant is a group of individuals or a corporate body, provide the name of one individual to be the principal contact for the purpose of correspondence relating a licence granted by the licensing authority.</b></p>	

**A. (ii) Where the Applicant is an Individual provide the following details:**

<b>Relationship to the premises from which it is proposed to discharge</b>	<input type="checkbox"/> Owner/occupier  <input type="checkbox"/> Landowner  <input type="checkbox"/> Responsible for treatment facility  <input type="checkbox"/> Other _____(please specify)
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**A. (iii) Where the Applicant is a Group of Individuals provide the following details:**

<b>Type of Group</b>	<input type="checkbox"/> Management Company  <input type="checkbox"/> Residents Association  <input type="checkbox"/> Voluntary Group  <input type="checkbox"/> Club  <input type="checkbox"/> Other _____(please specify)
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**PART II – GENERAL DETAILS**

**A. (iv) Where the Applicant is a Corporate Body provide the following details:**

**Type of Corporate Body**

- Limited Company
- Public Limited Company
- Sole Trader
- Co-operative
- Partnership
- Other \_\_\_\_\_(please specify)

**Certificate of Incorporation must be included with the application listing the names of Directors.**

**B. Contact Details – Agent**

**B. Where an Agent is making this application on behalf of an Applicant the Agent's contact details must be provided**

<b>Name</b>	
<b>Address</b>	
<b>Phone Number (day)</b>	
<b>Phone Number (night)</b>	
<b>e-mail address</b>	
<b>Relationship to the Applicant: consultant employee, partner etc.</b>	

**PART II – GENERAL DETAILS**

**PART II – Section 2**

<b>A. Site Details</b>																				
<b>A. (i) Provide current details below of the site / activity from which the discharge takes place.</b>																				
<b>Name of Site</b> (where applicable)																				
<b>Address</b>	<hr style="border-top: 1px dashed black;"/> <hr style="border-top: 1px dashed black;"/> <hr style="border-top: 1px dashed black;"/>																			
<b>Site location</b> (Co-ordinates)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"><b>Easting</b></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 10%;"><b>Northing</b></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> </tr> </table>	<b>Easting</b>												<b>Northing</b>						
<b>Easting</b>												<b>Northing</b>								
<b>Is planning permission granted for any proposed / existing development at the site?</b>	<input type="checkbox"/> Granted    Reference Number _____ <input type="checkbox"/> Pending <input type="checkbox"/> Not Applied For																			
<b>Have copies of the following maps / drawings been included?</b>	<input type="checkbox"/> Site Location Map <input type="checkbox"/> Site Layout Map <input type="checkbox"/> Site Drainage System Drawings * <input type="checkbox"/> None of the above  <i>* As constructed and current site drainage details of foul, trade (if relevant) &amp; storm water drains and outfalls            Consult with LA regarding mapping that requires updating.</i>																			
<b>Outfall Details</b>	Provide details of the outfall design, size and construction.																			
<p><i>Provide copies of the outfall drawings.</i></p> <p><i>Consult with Local Authority regarding mapping requests / updating of maps</i></p>																				



**PART II – GENERAL DETAILS**

**A. (ii) Identify the sector from which the discharge is generated.**

Type of Premises	Please put an "X" in the box as appropriate		X
		<b>Accommodation</b>	Household / Holiday Home
Hotel / Guesthouse / B&B			
Caravan Park / Camp Site			
Nursing Home			
<b>Education</b>		Non-residential facility	
		Boarding School	
		College / University	
<b>Commercial / Service</b>		Office	
		Hairdresser / Beauty Salon	
		Doctor Surgery	
		Dentist	
		Launderettes and Dry Cleaners	
		Petrol Station	
		Hospital	
		Churches, Monasteries etc.	
		Amenities (golf course, sport facilities etc.)	
<b>Food &amp; Drink</b>		Public House (with or without food preparation)	
		Restaurant / Café / Take Away	
<b>Transport</b>		Airport	
		Train station	
		Bus station	
<b>Industrial</b>		Dry process industry without canteen	
		Dry process industry with canteen where food is prepared	
		Chemicals industry	
		Wood, paper, textiles and leather	
		Food and drink	
		Minerals and other materials	
		Energy	
		Metals	
		Mineral fibres and glass	
		Fossil fuels	
		Cement manufacture	
		Waste	
Surface coatings			
<b>Other (Please specify)</b>	e.g. tourism- heritage centre, quarry activities		

**PART II – GENERAL DETAILS**

**A. (iii) Activities Carried Out on Site.**

**Provide details of the activities carried out on site. Where this involves a process, provide an overview of the process. In particular indicate where domestic waste water / trade effluent is generated.**

*Provide additional sheets where necessary.*

Specify any development, expansion or process changes since the original application or since the most recent licence review

**Process Materials & Waste Disposal**

Where applicable, complete **Appendix A and Appendix B** of this form.

**PART III – EFFLUENT DETAILS**

**PART III – Section 1**

<b>A. Effluent Details</b>	
<b>PART III – Section 1 A is to be completed for all licence reviews</b>	
<b>Type of effluent</b>  Please place an “X” in appropriate box	<input type="checkbox"/> Domestic Waste water Only  <input type="checkbox"/> Trade Effluent Only  <input type="checkbox"/> Both Domestic and Trade Effluent
<b>Domestic Waste water only</b>  (if relevant)	Population Equivalent (p.e.)  Expected Dry Weather Flow (DWF)                      m <sup>3</sup> /day.  <i>Provide details of how the P.E. &amp; DWF were calculated.</i>
<b>Trade Effluent only or Domestic &amp; Trade</b>  (if relevant)	Normal volume of effluent discharged per day is                      m <sup>3</sup> /day.  Max. volume of effluent discharged in one day is                      m <sup>3</sup> /day.  Max. volume of effluent discharged per hour is                      m <sup>3</sup> /hour.
<i>Provide details of how the trade effluent flows are calculated.</i>	
<b>Effluent Characteristics.</b>	<b>Complete Appendix C and Appendix D of this form.</b>  Consult with Local Authority as to specific requirements for Licence Review  <i>Provide additional sheets where necessary.</i>

**PART III – EFFLUENT DETAILS**

**B. Effluent Details**

**PART III – Section 1 B is to be completed for all licence reviews**

*Provide additional sheets where necessary.*

**Discharge Variability**

Briefly identify whether there is likely to be variability in the discharge flow or characteristics e.g. due to process changes, due to seasonal variation, due to diurnal changes etc.

Where the discharge shows seasonal or other variation, please provide details of flow volumes and times of discharge.

Also provide details of varying effluent characteristics in Appendix C and Appendix D.

**Fats, Oils and Grease (FOG)**  
(if relevant)

Provide details of control measures proposed for the removal of FOG from the effluent prior to discharge. Provide technical data sheets for any equipment proposed.

Describe equipment maintenance.

**PART III – EFFLUENT DETAILS**

<p><b>Food Waste</b> (if relevant)</p>	<p>Provide details of provisions for source segregation and disposal of food waste.</p>
<p><b>Other Discharges</b></p>	<p>Provide particulars of any other discharges from the premises (e.g. storm water).</p> <p>Describe maintenance of silt traps, drainage channels and oil interceptors where relevant.</p>
<p><b>Water Supply</b></p>	<p>Provide details of the source of water that will form part of the discharge e.g. mains, borehole, river etc.</p> <p>The estimated volume of water used per day is                      m<sup>3</sup>/day.</p>
<p><b>Other Effluent Details</b></p>	<p>You may be required to furnish such other particulars as the Licensing Authority may reasonably require for consideration of the application e.g. effluent toxicity testing, bioaccumulation testing, biodegradation testing.</p>

**PART III – EFFLUENT DETAILS**

**PART III – Section 2**

<b>A. Effluent Treatment</b>	
<b>PART III – Section 2 A is to be completed where the effluent is to be treated prior to discharge.</b>	
<b>Operator of Treatment System</b>	<b>Where the treatment system is to be maintained and operated by a third party please provide the following:</b>
	<b>Contact Name</b>
	<b>Company Name</b>
	<b>Address</b>
	<b>Phone Number (day)</b>
	<b>Phone Number (night)</b>
	<b>e-mail</b>
	<b>Registered Company Details</b>
<b>Waste Water Treatment System Overview</b>	<p>Provide particulars of the existing / proposed upgrade of effluent treatment system. Where waste water treatment utilises a percolation area, filter system, constructed wetland or land application provide details of the design and construction of same, site suitability / characterisation testing and include such drawings as may be relevant.</p> <p align="right"><i>Provide additional sheets where necessary.</i></p>
<p><b>In the event of any upgrade or intrusive investigation of soil polishing facilities, the Environment Section of Cavan County Council shall be notified</b> preferably by e-mail or by telephone to the <b>Environment Section</b> at least <b>3 working days</b> prior to commencement of the site assessment, so as the assessment may be monitored. <b>Contact the Environment Section on (049) 4378486 or email <a href="mailto:dmcenerney@cavancoco.ie">dmcenerney@cavancoco.ie</a></b></p> <p><i>Provide copies of the treatment system process drawings.</i></p>	

**PART III – EFFLUENT DETAILS**

<b>B. Effluent Treatment</b>	
<p><b>PART III – Section 2 B is to be completed where the effluent is treated prior to discharge.</b>  <i>Provide additional sheets where necessary.</i></p>	
<b>Treatment System Maintenance</b>	<p>Provide details of the proposals for the treatment system maintenance.</p>
<b>Access to treatment systems and discharge point for Local Authority Staff</b>	<p>In the event that the waste water treatment system is enclosed and locked and / or the discharge point is inaccessible during the normal working day provide details of key holder.</p> <p>Name:</p> <p>Address:</p> <p>Phone number:</p> <p>Mobile number:</p>
<b>Plant Failure</b>	<p>Identify how any failure of the treatment system will be detected.</p>
<b>Sludge</b>	<p>Provide details of proposals for dealing with sludge (where relevant).</p>





**PART III – EFFLUENT DETAILS**

**B. Pollution Control**

**PART III – Section 3 B is to be completed for licence review.  
Provide details of any pollution control measures proposed.  
Provide additional sheets where necessary.**

**Accidental Discharges**

Provide details of arrangements to prevent accidental discharges.

**Provide below, details of emergency procedures, contact persons and facilities available to respond to unexpected incidents.**

**Emergency Response**

<b>Contact Name</b>	
<b>Phone Number (day)</b>	
<b>Phone Number (night)</b>	

Provide details of any emergency procedure.

**Environmental Management Plan**

Is there an Environmental Management Plan in place in respect of the site?

- Yes
- No

*If 'Yes' please submit a copy with this application.*



**PART IV – DISCHARGE TO SURFACE WATER**

<b>A. (i) Receiving Water Details - Discharge to Inland Surface Water (continued)</b>							
<b>Name of River Basin District</b>	Provide the name of the River Basin District in which the discharge is located:						
<b>Water Framework Directive Waterbody Status.</b>  Please "X" the box where relevant.	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><input type="checkbox"/> No Status</td> <td style="width: 50%;"><input type="checkbox"/> Moderate</td> </tr> <tr> <td><input type="checkbox"/> Bad</td> <td><input type="checkbox"/> Good</td> </tr> <tr> <td><input type="checkbox"/> Poor</td> <td><input type="checkbox"/> High</td> </tr> </table>	<input type="checkbox"/> No Status	<input type="checkbox"/> Moderate	<input type="checkbox"/> Bad	<input type="checkbox"/> Good	<input type="checkbox"/> Poor	<input type="checkbox"/> High
<input type="checkbox"/> No Status	<input type="checkbox"/> Moderate						
<input type="checkbox"/> Bad	<input type="checkbox"/> Good						
<input type="checkbox"/> Poor	<input type="checkbox"/> High						
<b>Receiving Water Flow Data.</b>	<p><i>Where available include information from existing hydrometric station / flow estimation tool.</i></p> <p style="text-align: center;">m<sup>3</sup> /sec Dry Weather Flow (DWF).</p> <p style="text-align: center;">m<sup>3</sup> /sec Mean flow.</p> <p style="text-align: center;">m<sup>3</sup> /sec 95%ile flow.</p> <p>Source of Information:</p> <p style="text-align: center;"><input type="checkbox"/> EPA      <input type="checkbox"/> OPW</p> <p>Hydrometric Station Reference Number:</p>						
	<p><i>Include information from on-site flow measurement where it has been undertaken.</i></p> <p>Flow:                      m<sup>3</sup>/sec    Date:</p> <p>Flow:                      m<sup>3</sup>/sec    Date:</p> <p>Flow:                      m<sup>3</sup>/sec    Date:</p> <p><i>Provide information on rainfall for a minimum of six days preceding each flow measurement.</i></p>						
<p><b><i>Where a discharge is to a lake, dispersion modelling is likely to be required. The applicant should consult with the Licensing Authority.</i></b></p>							

**PART IV – DISCHARGE TO SURFACE WATER**

<b>A. (ii) Receiving Water Details - Discharge to Inland Surface Water</b>		
<b>Receiving water background chemical data.</b>	<b>Parameter</b>	<b>Result (mean)</b>
	BOD <sub>5</sub> mgO <sub>2</sub> /l	
	Suspended Solids mg/l	
	pH (pH units)	
	Dissolved Oxygen mg/l O <sub>2</sub>	
	Temperature °C	
	Total Ammonia as mg/l N	
	Un-ionised Ammonia as mg/l N	
	Orthophosphate as mg/l P (unfiltered MRP)	
	Total Phosphorus as mg/l P	
	Nitrite as mg/l N	
	Nitrate as mg/l N	
	Total Nitrogen mg/l N	
	Chloride mg/l	
	Sulphate mg/l	

**Refer to “Guidance on Applying for a Discharge Licence” for guidance on reporting monitoring data and on sampling.**

**PART IV – DISCHARGE TO SURFACE WATER**

**B. (i) Receiving Water Details - Discharge to Transitional / Coastal Water**

**PART IV – Section 2 B is to be completed where the application pertains to a discharge to coastal or transitional waters i.e. estuaries / marine waters.**

<b>Name of Receiving Water</b>																				
<b>Location of Discharge (Co-ordinates)</b>	<b>Easting</b>											<b>Northing</b>								

*Add additional rows where necessary.*  
**All discharge locations to be indicated clearly on OS Map.**

<p><b>Designation*</b></p> <p>Please put an 'X' in the appropriate box</p>	<p>The receiving water is located within the boundary of (or the discharge point is in the boundary of or within 3km of):</p> <p><input type="checkbox"/> An SAC, site code :</p> <p><input type="checkbox"/> An SPA, site code:</p> <p><input type="checkbox"/> None of the Above</p> <p><i>* Note: Where the discharge is located within the boundary of or is within 3km of an SAC/SPA, an Appropriate Assessment (Natura Impact Statement) must be submitted with this application as required by Council Directive 92/43/EEC on the Conservation of Natural Habitats and of Wild Fauna and Flora (Habitats Directive).</i></p> <hr/> <p>The receiving water is designated as: (<i>x as appropriate</i>)</p> <p><input type="checkbox"/> A Shellfish Water</p> <p><input type="checkbox"/> A Bathing Water</p> <p><input type="checkbox"/> A Sensitive Water</p> <p><input type="checkbox"/> None of the Above</p>
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<b>Name of River Basin District</b>	Provide the name of the River Basin District in which the discharge is located:
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<b>Water Framework Directive Waterbody Status</b>	<input type="checkbox"/> No Status <input type="checkbox"/> Moderate <input type="checkbox"/> Bad <input type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/> High
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**Refer to “Guidance on Applying for a Discharge Licence” for sources of information.**

**PART IV – DISCHARGE TO SURFACE WATER**

<b>B. (i) Receiving Water Details - Discharge to Transitional / Coastal Water (continued)</b>	
<b>Position of outfall</b>	<p>The outfall is/will be positioned _____ metres above/below <i>(delete as appropriate)</i> Mean High Water Spring Tide</p> <p>and</p> <p>The outfall is/will be positioned _____ metres above/below <i>(delete as appropriate)</i> Mean Low Water Spring Tide</p>
<b>Bathymetric Survey</b>	<p>A bathymetric survey <b>has/has not</b> <i>(delete as appropriate)</i> been undertaken.</p> <p><i>Where a bathymetric survey has been undertaken, please include a copy with this application.</i></p>
<b>Foreshore Licence</b>	<p>A Foreshore Licence is:</p> <p><input type="checkbox"/> Granted</p> <p><input type="checkbox"/> Pending</p> <p><input type="checkbox"/> Not Applied For</p> <p><input type="checkbox"/> Not Required</p> <p><i>Where the Foreshore Licence has been granted, please include a copy with this application.</i></p>

**PART IV – DISCHARGE TO SURFACE WATER**

**B. (ii) Receiving Water Details - Discharge to Transitional / Coastal Water**

**PART IV – Section 2 B is to be completed where the application pertains to a discharge to coastal or transitional waters i.e. estuaries / marine waters.**

Receiving water background chemical data.	Parameter	Result (mean)
	Chlorophyll a µg/l	
	Transparency Secchi depth	
	Salinity psu	
	Temperature °C	
	Dissolved Oxygen % saturation	
	Dissolved Inorganic Nitrogen mg/l N	
	Un-ionised Ammonia as mg/l N	
	Orthophosphate as mg/l P	
	Total Phosphorus as mg/l P	
	Nitrite as mg/l N	
	Nitrate as mg/l N	
	Total Nitrogen mg/l N	
BOD <sub>5</sub> mg/l (Transitional Waterbody)		

**Refer to “Guidance on Applying for a Discharge Licence” for guidance on reporting monitoring data and on sampling.**

**PART IV – DISCHARGE TO SURFACE WATER**

**PART IV – Section 3**

<b>A. Impact of Discharge - Discharge to Inland Surface Waters</b>	
<b>PART IV – Section 3 A</b> is to be completed where the application pertains to a discharge to Inland Surface Waters.	
<p><b>Have any of the following assessments been carried out in terms of your proposed discharge / receiving waters?</b></p> <p>Please “x” box if relevant.</p>	<p><input type="checkbox"/> Toxicity Testing</p> <p><input type="checkbox"/> Bioaccumulation Testing</p> <p><input type="checkbox"/> Biodegradation Testing</p> <p><input type="checkbox"/> Aquatic / Fisheries Study</p> <p><input type="checkbox"/> Modeling of Mixing Zone</p> <p><input type="checkbox"/> Other (<i>please specify</i>):</p> <p><i>If any box is selected please submit a copy of the report with this application.</i></p>

<b>B. Impact of Discharge - Discharge to Transitional / Coastal Waters</b>	
<b>PART IV – Section 3 B</b> is to be completed where the application pertains to a discharge to Transitional / Coastal Waters.	
<p><b>Have any of the following assessments been carried out in terms of your proposed discharge / receiving waters?</b></p> <p>Please “x” box if relevant.</p>	<p><input type="checkbox"/> Toxicity Testing</p> <p><input type="checkbox"/> Bioaccumulation Testing</p> <p><input type="checkbox"/> Biodegradation Testing</p> <p><input type="checkbox"/> Aquatic / Fisheries Study</p> <p><input type="checkbox"/> Dispersion Modeling</p> <p><input type="checkbox"/> Other (<i>please specify</i>):</p> <p><i>If any box is selected please submit a copy of the report with this application.</i></p>
<b>Effluent Dispersion</b>	<p>Provide details for proposals for the dispersion of effluent.</p> <p><i>Provide additional sheets where necessary.</i></p>



**PART IV – DISCHARGE TO SURFACE WATER**

**PART IV – Section 4**

<b>Checklist for Applicant when applying for a licence to discharge to Water</b>	
<b>Details to be Submitted</b>	<b>X the box where included</b>
1. Fully completed, signed and dated application form (One original plus three hard copies of all associated documentation must be included).	
2. Name & address of Applicant & Agent (Agent where appropriate)	
3. Has location of discharge been identified on a location map?	
4. Has the type of discharge been identified i.e new or existing/ domestic or trade?	
5. Newspaper Notice (one copy of full page from the newspaper)	
6. In the case of an application submitted by a company, has a certificate of incorporation been included?	
7. Application fee (€380)	
8. Are up to date maps included?	
9. Site location map at scale of 1:50,000	
10. Site layout map at scale 1:2500	
11. Drainage map drawings at scale no greater than 1:2500	
12. Description of the process giving rise to trade effluent	
13. Description of the method of effluent treatment and proposed changes to same (if applicable). Include details of any land application, percolation areas, filter systems or constructed wetland. Include measures for the control of FOG where appropriate. Include current effluent flow diagram.	
14. Treatment system operation & maintenance details	
15. Treatment system process drawings	
16. Effluent quality, discharge load details, discharge load concentrations, discharge volume and flow details. (current volumes)	
17. Outfall details and drawings	
18. Receiving water quality assessment (physio-chemical & biological) and flow calculations.	
19. Assessment of the impact of the discharge on the receiving water -Assimilative capacity calculations - Details of designated areas (including designation of waters) - Details of sensitivity of waters	
20. Proposals for dealing with sludge (where relevant)	
21. Emergency procedures in case of plant breakdown or pollution incident (including details of storage facilities onsite)	

**Please include any additional information which you deem to be pertinent to the application / discharge.**



**APPENDICES**

**Appendix B - Off-site Waste Disposal**

<b>Waste Description</b>	<b>EWC. Catalogue No.</b>	<b>Quantity (Tonnes per annum)</b>	<b>Name of site accepting waste</b>	<b>Reference Number of site environment licence</b>	<b>State whether recycling, recovery or disposal</b>

**APPENDICES**

**Appendix C - Characteristics of Trade and/or Domestic Effluent**

The following list of parameters is indicative only. Additional physical, chemical or other characteristics as are pertinent to the effluent in question should also be identified.

Complete for all applicable sections, giving concentration ranges where available.

Emission Point co-ordinates (One table per emission point):

<b>Parameter</b> Concentrations in mg/l unless otherwise stated		<b>Prior to Treatment (if any)</b>			<b>As discharged</b>			
		<b>Max. Hourly</b>	<b>Max. Daily</b>	<b>Mg/l</b>	<b>Max. Hourly</b>	<b>Max. Daily</b>	<b>Mg/l</b>	
<b>Characteristic</b>								
<i>Note:</i>								
<i>Section A = to be completed where discharging domestic effluent only</i>								
<i>Section A-E = to be completed where discharging a trade effluent.</i>								
A	Temperature °C							
	pH							
	Biological Oxygen Demand (5 day)							
	Chemical Oxygen Demand							
	Suspended Solids							
	Total Ammonia (as N)							
	Nitrate (as N)							
	Total Phosphorus (as P)							
	Conductivity							
	Molybdate Reactive Phosphorus (MRP)							
	Oils, Fats and Greases							
	Sulphates (as SO <sub>4</sub> )							
	Chlorides (as Cl)							
	Phenols (as C <sub>6</sub> H <sub>5</sub> OH)							
	Detergents (as Lauryl Sulphate)							
Faecal Coliforms CFU								
B	<b>Metals</b> µg/l							
	Arsenic							

**APPENDICES**

	Chromium							
	Copper							
	Cyanide							
	Fluoride							
	Lead							
	Nickel							
	Zinc							
	Other ( <i>please specify</i> )							
C	<b>Pesticides &amp; Solvents:</b>							
	Atrazine							
	Dichloromethane µg/l							
	Simazine µg/l							
	Toluene µg/l							
	Xylenes µg/l							
D	Organohalogen Compounds (Specify)							
	Organophosphorus Compounds (Specify)							
	Organotin Compounds (Specify)							
	Mineral Oils or Hydrocarbons of petroleum origin							
	Other toxic substances (Specify)							
	Colour (degrees hazen)							
E	<b>Other:</b>							
	Other relevant characteristics including fish toxicity data from tests carried out on all or part of the effluent							

**APPENDICES**

**Appendix D - Dangerous Substances**

Are any of the following chemicals used in the process or stored on the premises	<i>Yes/No</i>	<i>Are residual chemical process materials or chemical tailings from a process recovered or discharged?</i>
<b>EDC (1, 2 dichloroethane (C<sub>2</sub>H<sub>4</sub>Cl<sub>2</sub>))</b>		
<b>TRI trichloroethylene (C<sub>2</sub>HC1<sub>3</sub>);</b>		
<b>PER perchloroethylene (C<sub>2</sub> C1<sub>4</sub>);</b>		
<b>TCB trichlorobenzene</b>		
<b>Carbon tetrachloride, DDT and pentachlorophenol</b>		
<b>Aldrin, dieldrin, isodrin, HCB (hexachlorobenzene), HCBD (hexachlorobutadiene) and CHCl<sub>3</sub> (chloroform)</b>		
<b>Cadmium</b>		
<b>&gt;100 kg of raw asbestos</b>		
<b>Atrazine</b>		
<b>Dichloromethane</b>		
<b>Simazine</b>		
<b>Toluene</b>		
<b>Tributyltin</b>		
<b>Xylenes</b>		
<b>Arsenic</b>		
<b>Chromium</b>		
<b>Copper</b>		
<b>Cyanide</b>		
<b>Fluoride</b>		
<b>Lead</b>		
<b>Nickel</b>		
<b>Zinc</b>		

# Glossary of Terms

The following provides a partial glossary of terms used in this document. The definitions therein are not to be taken as comprehensive but solely as an aid to the non-technical reader.

## **Abstraction**

In relation to water contained in any source of water, means the doing of anything whereby any of that water is removed from that source of water, whether temporarily or permanently, including anything whereby the water is so removed for the purpose of being transferred to another source of water. (*Source: Water Services Act, 2007*)

## **Authorised person**

A person appointed in writing by the Minister or by a Water Services Authority / Local Authority for the purposes of enforcing the legislation under which they have been appointed.

## **Domestic Waste Water**

Waste water of a composition and concentration (biological and chemical) normally discharged by a household, and which originates predominantly from the human metabolism or from day to day domestic type human activities, including washing and sanitation, but does not include fats, oils, grease or food particles discharged from a premises in the course of, or in preparation for, providing a related service or carrying on a related trade. (*Source: Water Services Act, 2007*)

## **Groundwater**

All water below the land surface that is not in a pipe or similarly contained. (*Source: Water Services Act, 2007*)

## **Licence Application**

An application to a Local Authority or a Water Services Authority for a licence to discharge trade or sewage effluent to surface waters or to sewer.

## **Licensing Authority**

Includes the Water Services Authority (as defined in the Water Services Act, 2007) and the Local Authority (as defined in the Local Government Act, 2001) which includes County Councils and City Councils.

## **Polluting Matter**

Any substance liable to cause pollution, and, for the purpose of this definition, 'substance' includes bacteria and other pathogens, where relevant, and the expression "polluting matter" shall be construed accordingly. (*Source European Communities Environmental Objectives (Surface Waters) Regulations, 2009*)

## **Pollution**

The discharge by man, directly or indirectly, of substances or energy into the aquatic environment, the results of which are such as to cause hazards to human health, harm to living resources and to aquatic ecosystems, damage to amenities or interference with other legitimate uses of water.

**Priority Substances**

Those substances or groups of substances identified by the Commission in accordance with Article 16(2) of the Water Framework Directive and listed in Tables 11 and 12 of Schedule 6 of the European Communities Environmental Objectives (Surface Waters) Regulations, 2009 that have been prioritised for action by the setting of environmental quality standards at Community level.

**Priority Hazardous Substances**

Those substances or groups of substances forming a subset of priority substances identified by the Commission in accordance with Article 16(3) of the Water Framework Directive and for which measures have to be taken to cease or phase-out discharges, losses and emissions and which are listed in Table 12 of Schedule 6 of the European Communities Environmental Objectives (Surface Waters) Regulations, 2009.

**Sewer**

Drainage pipes and sewers of every description, including storm water sewers, owned by, vested in or controlled by a water services authority, an authorised provider of water services or a person providing water services jointly with or on behalf of a water services authority or an authorised provider of water services, but does not include a drain or service connection (*Source: Water Services Act, 2007*)

**Sewage Effluent**

Effluent from any works, apparatus, plant or drainage pipe used for the disposal to waters of sewage, whether treated or untreated (*Source: Local Government (Water Pollution) Act 1977*)

**Surface Water**

A discrete and significant element of surface water such as a lake, reservoir, stream, river or canal, part of a stream, river or canal, a transitional water or a stretch of coastal water. (*Source European Communities Environmental Objectives (Surface Waters) Regulations, 2009*)

**Trade Effluent**

Effluent from any works, apparatus, plant or drainage pipe used for the disposal to a waste water works of any liquid (whether treated or untreated), either with or without particles of matter in suspension therein, which is discharged from premises used for carrying on any trade or industry (including mining), but does not include domestic waste water or storm water (*Source: Water Services Act, 2007*).

**Water Services Authority**

Includes a County Council or a City Council as defined in the Local Government Act, 2001, (sanitary authority or local authority).