



Reservoirs (Scotland) Act 2011

Notice of Appointment of Supervising Engineer

**Please return completed form to:
Reservoir Regulatory Unit
Scottish Environment Protection Agency
Strathallan House
Stirling
FK9 4TZ**

The Data Protection Act 1998

The Scottish Environment Protection Agency (SEPA) is responsible for protecting and improving the environment (including managing natural resources in a sustainable way). SEPA also has a duty (except where it would be inconsistent with protecting and improving the environment) to contribute to improving the health and wellbeing of the people of Scotland and contribute to achieving sustainable economic growth.

The information provided will be processed by SEPA to deal with your registration, to monitor compliance with the legislation and for maintaining the relevant public register(s).

We may also process and/or disclose it in connection with the following:

- offering/providing you with our literature/services relating to environmental affairs
- consulting with the public, public bodies and other organisations (e.g. Health and Safety Executive, Local Authorities, Emergency Services, Scottish Government) on environmental issues
- carrying out statistical analysis, research and development on environmental issues
- providing public register information to enquirers
- investigating possible breaches of environmental law and taking any resulting action
- preventing breaches of environmental law
- assessing customer service satisfaction and improving our service.

We may pass it on to our agents/representatives to do these things on our behalf.

Data Protection Act Registration Number – Z6161946

You should ensure that any persons named on this form are informed of the contents of this Data Protection Notice.

1.0 Reservoir Details	
Reservoir Name	
Registration Reference	RES/R/
2.0 Reservoir Manager	
Name of Reservoir Manager	
Address	
Postcode	
3.0 New Supervising Engineer Details	
Name	
Address	
Postcode	
Email	
Phone number	
Mobile phone number	
Emergency contact phone number	
Date of Appointment	

4.0 Signatures and Declaration

The Reservoir Manager identified on this form must sign below.

Please note that it is an offence under Section 52 of the Reservoirs (Scotland) Act 2011 for a Reservoir Manager to fail to notify SEPA of the appointment of a Supervising Engineer within 28 days of appointment.

Declaration

* **I/We** certify that the information in this notification is correct. (*delete as appropriate):

Signature of Reservoir Manager

Please note that the Reservoir Manager must sign the declaration themselves, even if an agent is acting on their behalf as registration contact. For registrations from a company or other corporate body the individual(s) signing should be duly authorised to sign on behalf of the company or corporate body. Registrations from a Scottish partnership must be signed by a partner of that partnership or a person authorised by the partnership to sign on its behalf. If more than three Reservoir Managers signatures are required then please copy this form.

Reservoir Manager	Signature:		Name:	
	Position:		Date:	