

# Application to Register: Herbicide Use on Land within One Metre of Surface Waters to Treat Plants which are NOT Invasive Non-Native Species Under Regulation 7 of the Water Environment (Controlled Activities) (Scotland) Regulations 2011

This form can only be used for applications to register the use of herbicide on land within one metre<sup>1</sup> of surface waters<sup>2</sup> to treat plants that are NOT Invasive Non-Native Species (INNS) when the activity is carried out in accordance with the conditions in Section 5.

**PLEASE READ ALL SECTIONS TO ENSURE YOU CAN COMPLY BEFORE APPLYING.**

## 1. Contact Details

Please provide details of a person who can be contacted regarding this application.

Name			
Organisation (if applicable)			
Address			
Postcode		Email	
Tel No.		Fax No.	

## Application Fee

Please ensure you submit the correct fee for your application. The standard application fee applies for one registration activity with reduced fees applicable if you apply for multiple associated activities. This fee is reviewed every year. For latest fees please consult the latest [Environmental Regulation \(Scotland\) Charging Scheme](#) on the SEPA website ([www.sepa.org.uk](http://www.sepa.org.uk) and search for 'charging schemes and summary charging booklets') or contact your local SEPA office (see final page for details).

Please make payment using one of the methods described in section 7, and then return your completed application form (along with your cheque/remittance advice/proof of payment as applicable) to the appropriate SEPA area office listed at the end of this form.

## Notification of Registration

SEPA has 30 days to determine your application. You will be notified by post.

## The Data Protection Act 1998

The information provided on this form will be processed by the Scottish Environment Protection Agency ("SEPA") to process and assess your application for registration, to monitor compliance with the relevant conditions, to process renewals, 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
- 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; and
- improving our service

We may disclose the information to the public, public bodies and other organisations (e.g. Health and Safety Executive, Local Authorities, Emergency Services, Scottish Executive) when consulting on environmental issues.

If there is any information you wish to justify being kept from the public register on grounds of commercial confidentiality you should contact SEPA before submission of your application.

<sup>1</sup> One metre - as measured from the top of the bank of a river, burn, ditch or loch, or in the case of transitional or coastal waters, one metre is measured from the shoreline.

<sup>2</sup> 'Surface water' means inland water (other than groundwater), transitional water and coastal water.

Complete the following sections, as indicated.

## 2. Site Details

Please provide details of the main site for the activities. The NGR of this site can be the same as an activity if there is no site office.

Site / Project Name (e.g., herbicide application on banks of X burn)	
Organisation	
Address or Location Description (If no address, describe the location such as: Tributary X, on river y, near z)	
Postcode	
Site NGR*	
<input type="checkbox"/> Please <b>provide a plan</b> or other means to show the exact location of the site and of the treatment area	

## 3. Activities to be Authorised

Please provide details of the activities applied for (and include a plan to show their exact location)

**NOTE: If no plan is supplied your application will be rejected**

### Registration Activity

Please provide details of other control methods you have considered and why these have been discounted.			
National Grid Reference (NGR) and name of surface waters.  Please give 2 NGRs indicating the start and finish points of each of the area/s to be treated.	Start NGR	Finish NGR	Name of Surface Water
Enter National Grid Reference for the site using 10-character form (XY 1111 2222) Use the SEPA <a href="http://gis.sepa.org.uk/ngrtool/">NGR Tool</a> to generate your own NGR ( <a href="http://gis.sepa.org.uk/ngrtool/">http://gis.sepa.org.uk/ngrtool/</a> ).			
Are there other adjacent or downstream water users of the surface water?	<input type="checkbox"/> Yes  <input type="checkbox"/> No	If Yes, provide details:	

## 4. Details of Herbicide and Method of Application

Name of Product (must be approved for use near water)		MAPP number of Product	
Quantity of Product to be used (litre or Kg) (concentrated product)		If an adjuvant <sup>3</sup> is to be used, provide the name and quantity to be applied	
Is the adjuvant <sup>4</sup> specifically approved for use near water (aquatic use)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> n/a
Method of Application	<input type="checkbox"/> Knapsack Sprayer	<input type="checkbox"/> Stem Injection	<input type="checkbox"/> Weed Wiper
	Other, provide details:		

<sup>3</sup> "adjuvant" means a substance other than water, without significant pesticidal properties, which enhances or intends to enhance the effectiveness of a pesticide when it is added to that pesticide.

<sup>4</sup> As above.

## Herbicide Use on Land to Treat Plants (Cont.)

Name the plants to be controlled and indicate their % cover	Plant	% cover

Any other Information Considered Relevant?  Yes  No

If YES, give details:

### 5. General Conditions of Registration

All registered activities must be carried out in accordance with the below noted conditions:

Note: Prior to the commencement of works, you are advised to ensure you have the land managers consent and consult any downstream water users and any private drinking water supplies in the vicinity and assess the potential impact on those water users.

1	Other than as specifically permitted or limited by any condition of this authorisation, the Authorised Activity shall not have a significant adverse impact on, or cause pollution of, the water environment.
2	The pesticide product must be specifically approved for aquatic use under the Plant Protection Products Regulation (EC) No 1107/2009 of the European Parliament and of the Council concerning the placing of plant protection products on the market and repealing Council Directives 79/117/EEC and 91/414/EEC and must be applied in accordance with the terms and instructions of that approval.
3	The pesticide product must be applied in accordance with the manufacturer's recommendations.
4	Pesticide sprayers and other devices used to apply pesticides must be maintained in a good state of repair, such that there is no leakage of pesticide from any part of the equipment and the sprayer is calibrated to accurately deliver the required application rate.
5	The preparation of pesticide for application, the filling of pesticide application equipment and the cleaning or maintenance of pesticide sprayers or other devices used to apply pesticides, including the cleaning of any personal protection equipment: <ul style="list-style-type: none"> <li>a) must be undertaken in a manner which prevents any spillages, run-off or washings from entering any surface water or wetland; and</li> <li>b) must not be undertaken within 10 metres of any <ul style="list-style-type: none"> <li>(i) river, burn, ditch or loch, as measured from the top of the bank,</li> <li>(ii) wetland,</li> <li>(iii) transitional water or coastal water, as measured from the shoreline, or</li> <li>(iv) opening into a surface water drainage system;</li> </ul> </li> </ul>
6	The application of the pesticide shall be confined to the treatment area within this application and must not enter any river, burn, ditch, wetland, loch transitional water or coastal water.
7	Pesticide sprayers and other devices used to apply pesticide must not be filled with water taken from any river, burn, ditch, wetland or loch unless a device preventing back syphoning is fitted to the system or the water is first placed in an intermediate container.
8	All users must be competent in their duties and have received adequate instruction and guidance in the safe, efficient and humane use of pesticides.
9	Pesticide must not be applied in, onto or over ground or allowed to drift onto or over ground: <ul style="list-style-type: none"> <li>a) that is frozen, snow covered or waterlogged</li> <li>b) that is within 50 metres of any spring that supplies water for human consumption</li> <li>c) that is within 50 metres of any well or borehole unless the well or borehole is capped in such a way as to prevent the ingress of the pesticide</li> <li>d) that is within 250 metres upstream of an abstraction of water intended for human consumption from a river, burn or ditch or within 250 metres of an abstraction of water intended for human consumption from a loch or wetland</li> <li>e) that has an impermeable surface which drains directly into a surface water drainage system, unless measures are taken to minimise the risk of pesticide entering the drainage system</li> </ul>
10	The application of pesticide, including the method used, must be carried out in such a way, and at such times, that the risk of pollution of any river, burn, ditch, wetland, loch, transitional water or coastal water or non-target vegetation is minimised; and in particular, pesticide must not be applied: a) during rainfall; b) if heavy rain is forecast within 24 hours; or c) during conditions when there is a risk that spray will be blown outwith the area to be treated.
11	All necessary steps must be taken to ensure that the application of pesticide does not result in increased erosion of the banks of the river, ditch, wetland, loch or the shoreline of the transitional or coastal water.

12	Pesticide including any used packaging that has been stored in contact with pesticide must not be stored on an impermeable surface draining to a surface water drainage system.
13	Pesticide including any used packaging that has been stored in contact with pesticide must not be stored: a) within 10 metres of any (i) river, burn, ditch or loch, as measured from the top of the bank, (ii) wetland, or (iii) transitional water or coastal water, as measured from the shoreline; b) within 50 metres of any spring that supplies water for human consumption; c) within 50 metres of any well or borehole (unless the well or borehole is capped in such a way as to prevent the ingress of any pesticide); unless the pesticide or used packaging is stored in such a way that any leakage or spillage and any exposed pesticide on used packaging cannot reach any river, burn, ditch, wetland, loch, transitional water, coastal water or any opening into a surface water drainage system, including by being transported in rainwater runoff
14	SEPA must be notified immediately in the event of any accidental spillage of the pesticide.
15	Pesticide including any used packaging that has been stored in contact with pesticide must not be stored on an impermeable surface draining to a surface water drainage system.

### Important Information

- If your activity is registered, it will require to be carried out in accordance with the terms of the application, and the conditions detailed above. To contravene the terms of the application or the conditions would constitute an offence under regulation 44 of the Water Environment (Controlled Activities) (Scotland) Regulations 2011.
- It is an offence under regulation 44 of the Water Environment (Controlled Activities) (Scotland) Regulations 2011 to make a statement which you know to be false or misleading in any material particular, or recklessly make a statement which is false or misleading in any material particular for the purpose of obtaining a registration (for yourself or anyone else) or seeking a variation of a registration.

### 6. Declaration\*

Declaration	<p><b>I hereby apply for an authorisation only in respect to the particulars described in this application and enclose the appropriate application fee.</b></p> <p><b>I certify that the information in this application is correct</b> and I have read and understood the above data protection notice and consent to the processing of the information about me provided on this form and otherwise provided to or collected by SEPA in accordance with this notice.</p>		
Signature:		Date:	
Print name:			

### 7. Payment Methods

Please ensure you submit the correct fee for your application. This fee is reviewed every year. For latest fees please consult the latest [Environmental Regulation \(Scotland\) Charging Scheme](#) on the SEPA website (www.sepa.org.uk and search for 'charging schemes and summary charging booklets') or contact your local SEPA office (see *Application Checklist* for details).

<input type="checkbox"/>	<b>BACS</b>	Sort Code:	83-34-00	IMPORTANT! When paying by BACS or direct transfer you MUST submit the Remittance Advice/Proof of Payment with your application form. If this is not received the application will be returned to you as invalid and a request will be made for the correct Remittance Advice/Proof of Payment, as SEPA cannot process your application without this.	
		A/C number:	00137187		
<input type="checkbox"/>	<b>Cheque</b>	Make all cheques payable to 'SEPA' and submit with your application.			
<input type="checkbox"/>	<b>Credit/Debit Card</b>	Payment is accepted by all major credit/debit cards. Please include payment contact details below so that we can take payment securely:			
<input type="checkbox"/>	Contact:	Name:		Tel:	

## Herbicide Use on Land to Treat Plants (Cont.)

### 8. Application Checklist

Please use the checklist to ensure you have completed all relevant sections and have included all required items with your application. Incomplete applications may be returned to you for re-submission.

- All relevant sections of form completed
- Correct NGRs supplied for site
- Location plan supplied indicating areas to be treated
- Application signed and dated (Section 6)
- Correct fee paid, either:
  - Credit cards - Payment Contact details supplied
  - BACS - Copy of Remittance Advice/Proof of Payment enclosed
  - Cheque - Signed cheque for correct amount made payable to 'SEPA' included

### SEPA Area Offices

Please send your completed form, with application fee, to 'SEPA Registry' at the appropriate area office.

#### Aberdeen Office

Inverdee House  
Baxter Street  
Torry, Aberdeen  
AB11 9QA

Tel: 01224 266600  
Fax: 01224 896657

#### Angus Smith Building

6 Parklands Avenue  
Holytown  
North Lanarkshire  
ML1 4WQ

Tel: 01698 839000

#### Dingwall Office

Fodderty Way  
Dingwall Business Park  
Dingwall  
IV15 9XB

Tel: 01349 862 021  
Fax: 01349 863 987

### 9. Office Use Only

IF Number:	CAR Reference:	Location Code Request Ref:	
		Site	Activity
Valid Application check	All relevant sections of form completed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	NGR supplied for site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Location plan supplied indicating areas to be treated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Application signed and dated (Section 5)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Correct fee paid?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Remittance Advice enclosed (for BACS payments)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Valid <input type="checkbox"/> Not valid		RETURNED TO APPLICANT	Initial: Date:
Application determined	Signature:		Date:
	Determining Officer (print name)		
Notification check	Signature:		Date:
	Checking Officer (print name)		