

Application to Register: Discharge of disinfectant or detergent washings to land

Under Regulation 7 of the Water Environment (Controlled Activities) (Scotland) Regulations 2011.

This form can only be used to apply to register the following activity. Please tick to confirm this applies.

- Discharge of disinfectant or detergent washings to land where >10m³ require to be disposed of in the event of a notifiable disease outbreak.

Application Fee: Please ensure you submit the correct fee for your application using one of the methods described in section 5.

Notification of Registration: SEPA has 30 days to determine your application. You will be notified by post.

- Tick this box if your application requires accelerated determination by reason of an “emergency” as defined by Regulation 18(8) of The Water Environment (Controlled Activities) (Scotland) Regulations. This applies if a notifiable disease outbreak has been confirmed and cleaning and disinfection has been required by the National Disease Control Centre

To register other activities:

- For an **existing sewage discharge**, use the [online registration service](http://www.sepa.org.uk) (available on www.sepa.org.uk)
- For a **new discharge of sewage** (including discharge to soakaway); discharges of **trade or other effluent, cooling water or grout containing blaes**; discharges from **non-commercial fish farms** for native fish or **commercial fish hatcheries or tank farms** with less than 0.5 tonnes annual production, use the Discharge Registration form WAT-APP-REG-01-A (available on www.sepa.org.uk)
- For all other activities you will need to complete a Licence application form, available from the SEPA website (www.sepa.org.uk) or local SEPA office.

1. Contact Details

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

2. Site Details

Enter site details (Property 1) and name or description to identify all other properties served by the discharge.

Address			
Postcode			
National Grid Reference*			
Enter NGR for the centre of each disposal site eg XX 1234 5678			

***NGR:** Enter National Grid Reference for the site and discharge outlet using 10-character form (XY 1111 2222)
You can use the [SEPA NGR Tool](http://map.sepa.org.uk/ngrtool/) on the SEPA website to generate your own NGR (<http://map.sepa.org.uk/ngrtool/>).

- Please submit a 1:10,000 or 1:25,000 scale map with the edge of the disposal site(s) clearly marked on it. Your map must also indicate the locations of any spring (S), shallow un-pumped well (UPW), well (W) or borehole (B).

Is the disposal site(s) at least 250m from any well, spring, borehole used for human consumption?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)
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Is the disposal site(s) at least 10m from a surface water?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)
Is the disposal site(s) well vegetated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)
Is the site(s) flat or gently sloping (<5°)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)
Is the soil beneath the site(s) at least 40cm deep?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)
Does the disposal sites avoid areas of land with "sand" or "loamy sand" soil?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)
Is there at least 40cm of soil covering any drains under the site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)
Will the site be free from boggy areas at time of application?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (site unsuitable)

3. Disposal Details

Will the disinfectant or detergent be diluted to the correct working strength in accordance with the manufacturer's instructions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the disinfectant or detergent to be used DEFRA approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will the application rate be <20m ³ per hectare?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

General Registration Conditions

1. The disinfectant or detergent must be diluted to the correct working strength in accordance with the manufacturer's instructions
2. Only disinfectants approved by DEFRA for the disease should be disposed of.
3. The number of disposals made on each of the disposal areas must not exceed 5 (five) per annum.
4. Disposals must not be made when the soil is waterlogged, cracked (due to drought), frozen, covered in snow or when heavy rain is forecast.
5. Disposals must not:
 - be made to land within 250m of any well, spring, borehole used for human consumption.
 - be made to land within 10m of :
 - ~ a river, burn, ditch or loch, as measured from the top of the bank
 - ~ wetland;
 - ~ transitional water or coastal water as measured from the shoreline; or
 - ~ opening into any surface water drainage system.
 - lead to damage of a Site of Special Scientific Interest or cause a significant effect on a Natura site
 - be made to land which has less than 40cm of soil
 - be made to soil with a texture of sand or loamy sand
 - be made to land which has less than 40cm of soil covering any drain under the site.
6. The matter must be applied to the surface of the disposal areas by a method which must ensure even distribution on or to the disposal areas at a rate not exceeding 20 cubic metres per hectare.
7. Disposals must be made at a rate which is not greater than the infiltration capacity of the soil such that the disposal might cause surface run off or pooling of the matter on the disposal areas.
8. Other than as specifically permitted or limited by any condition of this authorisation, the Authorised Activity must not have a significant adverse impact on, or cause pollution of, the water environment.

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.

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4. Declaration

Declaration I hereby apply for an authorisation only in respect to the particulars described in this application and enclose the appropriate application fee.
I certify that the information in this application is correct 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.

Print Name:

Date:

5. 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"/>	BACS	Sort Code: 83-34-00 A/C number: 00137187	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.
	Proof of Payment Reference:		
<input type="checkbox"/>	Online Card Payment	Payment is accepted by all major credit/debit cards. Proof of Payment reference MUST be submitted using the box below. https://webpayments.sepa.org.uk/	
	Proof of Payment Reference:		
<input type="checkbox"/>	Cheque	Make all cheques payable to 'SEPA' and submit with your application.	

Application Fee

Please ensure you submit the correct fee for your application using one of the methods described above. 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 and search for 'charging schemes and summary charging booklets') or contact your local SEPA office (see final page for details).

Please make payment, 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.

6. Application Checklist

- All relevant sections of form completed
- Correct NGRs supplied for all sites AND location maps attached (Section 2)
- Application signed and dated (Section 4)
- Correct fee paid, either:
 - Credit cards - Proof of Payment enclosed
 - BACS - Copy of Remittance Advice/Proof of Payment enclosed
 - Cheque - Signed cheque for correct amount made payable to 'SEPA' included

Where to Apply

Please send your completed form and application fee to '**SEPA Registry**' at the email or address below.

By email:

registry@sepa.org.uk

Angus Smith Building
6 Parklands Avenue
Holytown
North Lanarkshire
ML1 4WQ
Tel: 01698 839000

For any queries, please contact:

waterpermitting@sepa.org.uk

How we use your personal information – Data Protection Act 2018 ('DPA 2018')

Under the DPA 2018, we must have a legal basis for processing your information – in this case, processing personal information is necessary to perform our statutory duties ('Public Task'). Some of the ways in which we collect and use the information may be through:

- granting and administering of authorisations and maintaining registers
- investigating environmental complaints
- undertaking formal enforcement action
- maintaining our own accounts and records

The personal information we collect and use may include the following: name; address, including postcode; email address and telephone number. SEPA is required, by law, to organise and maintain public registers, and make these registers available for public inspection. We do this by collecting and using the personal information that applicants (or their agents) share in their applications for SEPA authorisations and SEPA permits. After the application form has been processed, some of the information from the form is added to the public register, and becomes available for public inspection. Signatures, personal email addresses, and telephone numbers are not published, unless publication is statutorily required.

There may be occasions when we are required by law to share your personal information with other organisations, e.g. for regulatory reasons, or because doing so is in the general public interest. Any sharing will be carried out lawfully and securely in accordance with the SEPA Data Protection Policy.

For more information on how SEPA handles personal information, please refer to our general Privacy Policy at

<https://www.sepa.org.uk/help/privacy-policy/>

Office Use Only				
IF Number:	CAR Reference:	Location Code Request Ref:		
		Site	Outlet	
Valid Application check	Correct fee?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Contact details?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Site details?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Signature?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Application within registration limit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	<input type="checkbox"/> Valid <input type="checkbox"/> Not valid	RETURNED TO APPLICANT		Initial: Date:
Screening Check - PASS	<input type="checkbox"/> Valid NGR <input type="checkbox"/> All Section 2 responses = 'Yes'	PASS – Issue Registration		Initial: Date:
Screening Check – FAIL	<input type="checkbox"/> Invalid NGR and/or any 'No' in Section 2	FAIL – Forward to Water Permitting Team		Initial: Date:
Application determined	Signature:		Date:	
	Determining Officer (print name)			
Notification check	Signature:		Date:	
	Checking Officer (print name)			