

### Annex 2: Check List For Regulation 16 Compliance

Regulation 16 of the waste water discharge (Authorisation) Regulations 2007 (S.I. No. 684 of 2007) sets out the information which must, in all cases, accompany a discharge licence application. In order to ensure that the application fully complies with the legal requirements of regulation 16 of the 2007 Regulations, all applicants should complete the following.

In each case, refer to the attachment number(s), of your application which contains(s) the information requested in the appropriate sub-article.

Regulation 16(1) In the case of an application for a waste water discharge licence, the application shall -		Attachment Number	Checked by Applicant
(a)	give the name, address, telefax number (if any) and telephone number of the applicant (and, if different, of the operator of any treatment plant concerned) and the address to which correspondence relating to the application should be sent and, if the operator is a body corporate, the address of its registered office or principal office,	Section B.1 & B.2	Yes
(b)	give the name of the water services authority in whose functional area the relevant waste water discharge takes place or is to take place, if different from that of the applicant,	Not Applicable	Yes
(c)	give the location or postal address (including where appropriate, the name of the townland or townlands) and the National Grid reference of the location of the waste water treatment plant and/or the waste water discharge point or points to which the application relates,	Section B.2, B.3, B.4 & B.5 / Attachment C.2, D.1	Yes
(d)	state the population equivalent of the agglomeration to which the application relates,	Section B.9(i) / Attachment B.9(i)	Yes
(e)	specify the content and extent of the waste water discharge, the level of treatment provided, if any, and the flow and type of discharge,	Attachment C.1 & D.1	Yes
(f)	give details of the receiving water body, including its protected area status, if any, and details of any sensitive areas or protected areas or both in the vicinity of the discharge point or points likely to be affected by the discharge concerned, and for discharges to ground provide details of groundwater protection schemes in place for the receiving water body and all associated hydrogeological and geological assessments related to the receiving water environment in the vicinity of the discharge.	Attachment D.1 & F.1	Yes
(g)	identify monitoring and sampling points and indicate proposed arrangements for the monitoring of discharges and, if Regulation 17 does not apply, provide details of the likely environmental consequences of any such discharges,	Attachment E.2, E.3 & F.1	Yes
(h)	in the case of an existing waste water treatment plant, specify the sampling data pertaining to the discharge based on the samples taken in the 12 months preceding the making of the application,	Attachment E.4	Yes
(i)	describe the existing or proposed measures, including emergency procedures, to prevent unintended waste water discharges and to minimise the impact on the environment of any such discharges,	Attachment F.1	Yes
(j)	give particulars of the nearest downstream drinking water abstraction point or points to the discharge point or points,	Attachment F.2	Yes
(k)	give details, and an assessment of the effects, of any existing or proposed emissions on the environment, including any environmental medium other than those into which the emissions are, or are to be made, and of proposed measures to prevent or eliminate or, where that is not practicable, to limit any pollution caused in such discharges,	Attachment F.1	Yes
(l)	give detail of compliance with relevant monitoring requirements and treatment standards contained in any applicable Council Directives of Regulations,	Attachment G.1, G.2, G.3 & G.4	Yes
(m)	give details of any work necessary to meet relevant effluent discharge standards and a timeframe and schedule for such work.	Section B.10	Yes
(n)	Any other information as may be stipulated by the Agency.	Not Applicable	Yes
Regulation 16(3) Without prejudice to Regulation 16 (1) and (2), an application for a licence shall be accompanied by -		Attachment Number	Checked by Applicant
(a)	a copy of the notice of intention to make an application given pursuant to Regulation 9,	Section B.8	Yes
(b)	where appropriate, a copy of the notice given to a relevant water services authority under Regulation 13,	Not Applicable	Yes
(c)	Such other particulars, drawings, maps, reports and supporting documentation as are necessary to identify and describe, as appropriate -		Yes
(c) (i)	the point or points, including storm water overflows, from which a discharge or discharges take place or are to take place, and	Section B.3, B.4, B.5 & D.2	Yes
(c) (ii)	the point or points at which monitoring and sampling are undertaken or are to be undertaken,	Section E.2 & E.3	Yes
(d)	such fee as is appropriate having regard to the provisions of Regulations 38 and 39.	Section B.9(iii)	Yes



<b>Regulation 16(4)</b> An original application shall be accompanied by 2 copies of it and of all accompanying documents and particulars as required under Regulation 16(3) in hardcopy or in an electronic or other format as specified by the Agency.		Attachment Number	Checked by Applicant
1	An Original Application shall be accompanied by 2 copies of it and of all accompanying documents and particulars as required under regulation 16(3) in hardcopy or in electronic or other format as specified by the agency.	Attached	Yes
<b>Regulation 16(5)</b> For the purpose of paragraph (4), all or part of the 2 copies of the said application and associated documents and particulars may, with the agreement of the Agency, be submitted in an electronic or other format specified by the Agency.		Attachment Number	Checked by Applicant
1	Signed original.	Attached	Yes
2	2 hardcopies of application provided or 2 CD versions of application (PDF files) provided.	Attached	Yes
3	1 CD of geo-referenced digital files provided.	Attached	Yes
<b>Regulation 17</b> Where a treatment plant associated with the relevant waste water works is or has been subject to the European Communities (Environmental Impact Assessment) Regulations 1989 to 2001, in addition to compliance with the requirements of Regulation 16, an application in respect of the relevant discharge shall be accompanied by a copy of an environmental impact statement and approval in accordance with the Act of 2000 in respect of the said development and may be submitted in an electronic or other format specified by the Agency		Attachment Number	Checked by Applicant
1	EIA provided if applicable	Not Applicable	Yes
2	2 hardcopies of EIS provided if applicable.	Not Applicable	Yes
3	2 CD versions of EIS, as PDF files, provided.	Not Applicable	Yes
<b>Regulation 24</b> In the case of an application for a waste water discharge certificate of authorisation, the application shall –		Attachment Number	Checked by Applicant
(a)	give the name, address, telefax number (if any) and telephone number of the applicant and the address to which correspondence relating to the application should be sent and, if the operator of the waste water works is a body corporate, the address of its registered office or principal office		
(b)	give the name of the water services authority in whose functional area the relevant waste water discharge takes place or is to take place, if different from that of the applicant,		
(c)	give the location or postal address (including where appropriate, the name of the townland or townlands) and the National Grid reference of the location of the discharge point or points to which the application relates,		
(d)	state the population equivalent of the agglomeration to which the application relates,		
(e)	in the case of an application for the review of a certificate, specify the reference number given to the relevant certificate in the register,		
(f)	specify the content and extent of the waste water discharge, the level of treatment provided and the flow and type of discharge,		
(g)	give details of the receiving water body, its protected area status, if any, and details of any sensitive areas or protected areas, or both, in the vicinity of the discharge point or points or likely to be affected by the discharge concerned,		
(h)	identify monitoring and sampling points and indicate proposed arrangements for the monitoring of discharges and of the likely environmental consequences of any such discharges,		
(i)	in the case of an existing discharge, specify the sampling data pertaining to the discharge based on the samples taken in the 12 months preceding the making of the application,		
(j)	describe the existing or proposed measures, including emergency procedures, to prevent unauthorised or unexpected waste water discharges and to minimise the impact on the environment of any such discharges,		
(k)	give particulars of the location of the nearest downstream drinking water abstraction point or points to the discharge point or points associated with the waste water works,		
(l)	give details of any designation under any Council Directive or Regulations that apply in relation to the receiving waters,		
(m)	give details of compliance with any applicable monitoring requirements and treatment standards,		
(n)	give details of any work necessary to meet relevant effluent discharge standards and a timeframe and schedule for such work,		
(o)	give any other information as may be stipulated by the Agency, and		
(p)	be accompanied by such fee as is appropriate having regard to the provisions of Regulations 38 and 39.		