

A separate form must be completed for each facility.

For Defra use	Form received
	Further information requested
	Application approved

PURPOSE OF THIS FORM

The purpose of this form is for you, the operator, to declare why you believe that the named facility is eligible for inclusion in a climate change agreement. A copy of this form should therefore be completed for each facility by an employee of the facility. If you are employing the services of an energy consultant please ensure you answer Q15.

The operations within the scope of the facility must be described. The activities which are listed in Part A of the PPC Regulations, and any directly associated activities, must be identified. Any activities which are included within the facility through the 90/10 rule must also be identified.

The following guidance notes set out the eligibility criteria on which this declaration must be based:

- [PP6](#) – Eligibility Criteria for Entry into a Climate Change Agreement
- [PP7](#) – Guidance on IPPC Installations
- [PP8](#) – Guidance on the '90/10' rule
- [CCA19](#) - Guide to the 90/10 rule
- The Environment Agency's IPPC Regulatory Guidance Series No4 "Interpretation of Schedule 1 to the PPC Regulations"
- The Environment Agency's IPPC Regulatory Guidance Series No5 "Interpretation of 'Installation' in the PPC Regulations"

All Defra guidance papers are available online at <http://www.defra.gov.uk/environment/ccl/papers.htm>

DETAILS OF THE FACILITY**Facility Identity Number***Note – this is the number of the facility to be entered in Schedule 1 of the underlying agreement.***Name of facility****Address (including postcode) of facility***Note – this is the address of the facility as it will appear on the Reduced Rate Certificate***Name of Company operating the facility****Principal contact for correspondence****Address (including postcode) of contact (if different from above)****Contact telephone number****Contact fax number****Contact e-mail****Is the facility covered by the UK ETS or EU ETS? If so, please quote any reference numbers**

CCA ELIGIBILITY

Has the facility or any part of the facility described below previously been covered by a Climate Change Agreement?

YES

NO

Mark as appropriate

If yes, what was the Facility Number
E.g. (XXXX/YYYYY/ZZZZZ)

Between which dates was the facility covered by the agreement?

From

/ /

to

/ /

What was the reason for the termination?

Please continue on a separate sheet(s)
if necessary

IPPC ELIGIBILITY

Please refer to the list of Activities in Schedule 1 of the Prevention Pollution and Control (England and Wales) Regulations 2000, SI No.2000/ 1973.(as amended)

Note: for the purposes of the climate change agreement, thresholds in the regulations should be ignored except for the 50 MW limit for combustion plant and the 3MW limit for plant burning waste oil, recovered oil or fuel manufactured from or comprising waste.

Note: eligibility to the climate change agreements is determined by reference to the activities listed in the regulations for England and Wales regardless of the location of the site in the UK. However, regulations for pollution prevention and control for individual sites will be those that apply in England and Wales, Scotland or N Ireland, as appropriate.

1. Please list the reference within the PPC Part A Regulations of each of the PPC Part A activities which are undertaken within the facility

Chapter and section number (eg 4.1)

Part (A1 or A2)

Paragraph and sub paragraph (eg (a)
(i))

Answer question 2 only if an activity listed in question 1 above has a reference to the release of substances listed in paragraphs 12, 13 or 14 of Part 2 of Schedule 1 of the PPC Regulations and no other activities are listed which make the facility eligible.

2. Please indicate the substance (s) listed in paragraphs 12, 13 or 14 and the typical quantities released below.

AUTHORISATIONS

The Pollution Prevention and Control (England and Wales) Regulations 2000 (PPC) (Statutory Instrument 2000 No 1973) implement the IPPC Directive (96/61/EC) established by the European Communities which must be fully implemented in all Member States by October 2007. The Integrated Pollution Control (IPC) and Local Air Pollution Control (LAPC) are the existing UK regulatory system. Note you do not require PPC, IPC or LAPC authorisations to enter an agreement.

3a Is the installation to which this form relates subject to regulation under Schedule 1 of the Pollution Prevention and Control (England and Wales) Regulations 2000 (Statutory Instrument 2000 No 1973) or equivalent regulations in Scotland or N Ireland?

YES
NO

Mark as appropriate

If yes attach a copy of the permit and state here the name of the regulator eg Environment Agency, SEPA, IPRI (NI) or the Local Authority name.

Note -If your permit exceeds 40 pages consult with your Sector Association about what to submit. In such circumstances you need only attach the relevant sections detailing the process description, controlled process, directly associated processes, and the extent of the installation including a site / installation plan where appropriate. You may wish to include any other sections that you feel support your CCA application.

If yes, go to question 6

- Environment Agency
 IPRI(NI)
 SEPA
 Local Authority (please give name of Authority):

3b If the installation is not currently subject to regulation, will it become subject to regulation under Schedule 1 of the Pollution Prevention and Control (England and Wales) Regulations 2000 (Statutory Instrument 2000 No 1973) or equivalent regulations in Scotland or N Ireland?

YES
NO

Mark as appropriate

Answer Yes if the installation is over any size or output thresholds described in the relevant parts of the Regulations. Should the facility ultimately not require regulation or should the facilities PPC permit differ from that claimed here the applicant must notify Defra so a review of CCA application can be made.

3c. When must the facility submit an application for a permit under PPC Regulations?

Go to question 4.

DETAILS OF EXISTING IPC or LAPC AUTHORISATIONS

Answer Questions 4 and 5 if the installation is not currently subject to regulation under Schedule 1 of the Pollution Prevention and Control (England and Wales) Regulations 2000 (PPC)

4. Do you currently hold an IPC (Integrated Pollution Control) authorisation for any activity being carried out in the facility?

YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

Mark as appropriate

If yes, please provide Authorisation number(s)

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If yes please attach a copy of the permit and indicate who regulates the Process eg Environment Agency, SEPA, IPRI (NI) or the local authority name.

<input type="checkbox"/>	Environment Agency
<input type="checkbox"/>	IPRI(NI)
<input type="checkbox"/>	SEPA
<input type="checkbox"/>	Local Authority (please give name of Authority):

Note -If your permit exceeds 40 pages consult with your Sector Association about what to submit. In such circumstances you need only attach the relevant sections detailing the process description, controlled process, directly associated processes, and the extent of the installation including a site / installation plan where appropriate. You may wish to include any other sections that you feel support your CCA application.

If yes, go to question 6.

5. Do you currently hold an LAAPC (Local Authority Air Pollution Control) authorisation for any activity being carried out in the facility?

YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

Mark as appropriate

Part B processes for England and Wales and Scotland, Part B or C for N Ireland

If yes, please provide Authorisation number(s)

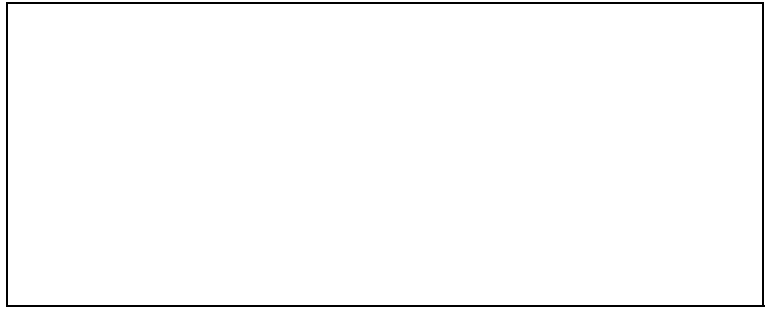
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If yes attach a copy of the permit and indicate who regulates the Process eg SEPA, IPRI (NI) or the local authority name.

<input type="checkbox"/>	IPRI(NI)
<input type="checkbox"/>	SEPA
<input type="checkbox"/>	Local Authority (please give name of Authority):

What is the emission or pollution that is the subject of control? (eg organic solvents)

Go to question 6.



INFORMATION ON THE EXTENT OF THE FACILITY

Facility is the term given to describe the site or parts of a site eligible for inclusion in a Climate Change Agreement. Facilities normally consist of 3 components, the Part A activity, any directly associated activities plus any energy use included under the 90/10 rule.

Questions 6 to 12 are required to establish the extent of the facility.

We require a detailed description of the process from start to finish. For inclusion we need to identify the eligible activities and explain what activity or substance they use which makes them eligible under which section of the PPC. Likewise, to be included in the agreement the applicants need to demonstrate how any directly associated activities (DAA) meet the 3 determining criteria (see Q8b). You should provide all necessary additional information needed to identify what is being produced and how. A Process Flow map and site plan should be included with annotations to identify eligible, directly associated, ineligible and 90/10 areas.

The Manufacturing Process

6. Please attach a description of the manufacturing process conducted at this site from receipt of raw materials to dispatch of final product. It should be of sufficient detail to allow an unambiguous interpretation of the extent of your process(es). The narrative should also describe the product or range of products being produced

Mark to confirm attachments

- Manufacturing process description attached.
- Process Flow maps attached.
- Annotated Site plans attached.

The IPPC Installation – the eligible process

7. Please describe briefly the plant or processes directly used to carry out each of the activities listed in the Part A Regulations which form part of your installation. The terminology should match that provided under Q6. A detailed description is not necessary. Do not include any directly associated activities at this stage.

Please continue on a separate sheet(s) if necessary and label this sheets(s) Q7

No. of additional Q7 sheets attached:

Directly Associated Activities

8a. For Facilities that have attached a PPC Authorisation please list any activities that the permit identifies as being part of the Part A installation by virtue of being “directly associated”. If additional activities exist that, as a result of a threshold are not included in the Authorisation, please also complete Q8b.

For Facilities that do not have a PPC Authorisation please complete Q8b.

No. of additional Q8a sheets attached:

8b. For Facilities that do not have a PPC Permit or have additional processes not included in that permit because of a threshold, please attach a description listing any activities that you consider to be “directly associated”

The description should address how the activity or process meets the criteria for being directly associated. Any directly associated activities must be on the same site as the activities described in Q7; they must be technically connected; they must serve the activities described in Q7 and must be capable of having an effect on emissions or pollution.

See the guidance provided, particularly [PP7](#) on the definition of an IPPC installation.

And in more complicated cases the Environment Agencies IPPC Regulatory Guidance Series No4 “Interpretation of Schedule 1 to the PPC Regulations”

Mark as appropriate

- Directly Associated Activity description attached.
- Evidence supporting direct association Criteria 2A.
- Evidence supporting technical connection Criteria 2B.
- Evidence supporting effect on emissions Criteria 2C.

No. of additional Q8b sheets attached:

Material from “IPPC: a Practical Guide” (Annex II)

Limb (ii) of the definition for directly associated activities.

An installation consists of the stationary technical unit identified under the first limb of the definition plus any location on the same site where activities that satisfy the second limb are carried out. Three criteria are proposed for the purpose of determining whether an activity satisfies the second limb-

(2A) the activity must be directly associated with the stationary technical unit;

(2B) the activity must have a technical connection with the listed activities carried out in or by the stationary technical unit; and

(2C) the activity must be capable of having an effect on emissions.

Extent to which the Facility covers the whole site – please refer to Guidance Note PP6 (Eligibility Criteria for entry into a Climate Change Agreement) and PP8 (Guidance on the 90/10 Rule.)

9. Please decide whether you believe the entire site will form an eligible facility, or whether only part of the site will be an eligible facility.

You should either mark in box 9(a) or box 9(b)

9(a) Facility occupies the entire site ie the energy consumed by the installation defined in Q7 and 8 is greater than or equal to 90% of the primary energy used within the site (converting from delivered energy where necessary).

If you mark in this box go to Q10

9(b) Facility occupies part of the site ie the energy consumed by the installation defined in Q7 and 8 is less than 90% of the primary energy used within the site (converting from delivered energy where necessary).

If you mark in this box go to Q12

Activities covered by the 90/10 rule

For further information on how energy should be accounted for in the calculations required for Q11 and Q13 see Guidance Note PP8, NA(00)51 and CCA19 on the 90/10 rule

Complete Q10 and 11 only if you have marked box 9(a)

10. The activities described in Q11 below consume no more than 10% of the primary energy consumed by the entire site

<input type="checkbox"/>	Mark <input checked="" type="checkbox"/> in box
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11. On a separate sheet(s) entitled "Q11 90/10 Evidence" please attach calculations showing that the activities described in questions 7 and 8 consume at least 90% of the primary energy used within the whole site. You will need to provide data (eg from permanent submetering or spot metering, or estimates) The origin of all data should be specified. Please give the basis of any estimates and show any formula used in your spreadsheet.

Note: Estimates based on published figures for average office consumption are not acceptable. When you have completed this go to Q15

Mark <input checked="" type="checkbox"/> as appropriate	
<input type="checkbox"/>	Q11 90/10 Evidence attached.
No. of additional Q11 sheets attached:	

Complete Q12 and 13 only if you have marked box 9(b)

12. The activities described in Q13 below consume no more than 10% of the primary energy consumed by the facility

<input type="checkbox"/>	Mark <input checked="" type="checkbox"/> in box
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13. On a separate sheet(s) entitled "Q13 90/10 Evidence" please attach a description of the parts of the site (eg plant) in addition to the activities described in questions 7 and 8 that you wish to be included as part of this facility under the 90/10 rule.

You will need to provide data (eg by use of data from permanent submetering or spot metering, or give the basis of any estimates) showing that the activities described in questions 7 and 8 above use at least 90% of the primary energy within the facility to be covered by the agreement.

The origin of all data should be specified (eg permanent submetering, spot metering or estimates) Please give the basis of any estimates and show any formula used in your spreadsheet.

Note: Estimates based on published figures for average office consumption are not acceptable.

Mark <input checked="" type="checkbox"/> as appropriate	
<input type="checkbox"/>	Q13 90/10 Evidence attached.
<input type="checkbox"/>	All evidence from permanent submetering.
No. of additional Q13 sheets attached:	

14. Please describe the ineligible parts of the site (eg plant) that have not been covered under questions 7, 8 and 13. These parts do not form part of the facility and fall outside the 90/10 rule but are on the same site.

When you have completed this go to Q15

No. of additional Q14 sheets attached:

15. Please complete this box if you are employing the services of an energy consultant

Consultancy's Name

Primary Contact

Telephone Number

Email Address

I confirm that by completing this section I am authorising Defra to provide to the named consultancy firm any information requested of it in respect of this Climate Change Agreement application until such time as I notify Defra to the contrary.

DECLARATION

This section must be completed by an employee of the company operating the eligible process.

I declare that to the best of my knowledge the information provided on this form is correct.

I understand that the climate change agreement is bound by the process definition and description of eligible areas of the facility as described on this form. I accept that if there are any changes to the process or the eligible area I will notify this to Defra in order that an assessment can be made of the need to review the extent of a facility's eligibility.

Signed

Name

Position or Title

Date