You can only use this form if you are applying for the radioactive substances activity described in the box below.

If you need to apply for other offshore activities, such as the management of sealed sources, an installation with no discharges, or mobile installation, you should send a separate permit application for those activities.

You are strongly encouraged to read our Application Information Note (on SEPA website) before you submit this form. Applications which are incomplete or incorrectly completed will be returned along with the fee.

**How to use this form.** You must complete sections A, B and C of this form. Complete section A by checking the eligibility boxes to confirm all applicable statements before completing sections B and C.

**Section A**

**Offshore Registration – single installation at a single location**

The management of NORM from the production of oil and gas at a single known offshore installation (e.g., platforms) operating at a single fixed location.

To be eligible for this Registration, you must be able to confirm the following statements:

[ ]  I confirm that I will not dispose of more than 2 GBq of each Radium-226, Radium-228,

Lead-210 or Polonium-210, excluding produced water, to the environment in a year.

[ ]  I confirm that all activities and disposals will be taking place at a single location.

[ ]  I confirm that the installation is more than 20km from shore.

[ ]  I confirm that I will **not** receive NORM waste or NORM contaminated items.

[ ]  I confirm that my practice is justified.

[ ]  The applicable radioactive substances standard conditions for this Registration are A, B, C, G and K. I confirm that I have read, understood and am able to comply with these conditions.

Any personal data that you have been asked to provide on this form and as part of this application process will be held and processed in accordance with SEPA’s Privacy Notice, available on SEPA’s website

**APPLICANT DETAILS**

|  |
| --- |
| **B1. Please provide details of the legal person who will hold the registration.** The person can be a sole trader, a partnership, or a company. |
| **Legal Business Name:** | Click here to enter text. |
| **Legal Status**  | Please select an option from the drop down list. |
| **Trading/Business Name (if different):** | Click here to enter text. |
| **Company Registration number**  | Click here to enter text. |
| **Official/Registered Office Address:** | Click here to enter text. |
| **Postcode:** | Click here to enter text. |
| **Telephone No:** | Click here to enter text. |
| **Email Address:** | Click here to enter text. |

**INSTALLATION DETAILS**

|  |
| --- |
| **B2. Please provide details of the premises where the radioactive substances activity will be carried out.** |
| **Offshore Installation Name:** | Click here to enter text. |
| **Block Number(s):** | Click here to enter text. |
| **Telephone No:** | Click here to enter text. |
| **National Grid Reference (NGR)** |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| … | … |  | … | … | … | ... |  | … | … | …. | ... |

 |

|  |
| --- |
| **B2b. Please provide a brief description of the activity to be undertaken at the above location** |
| Click here to enter text. |

**CONTACT DETAILS**

|  |
| --- |
| **B3. Please provide details about the person who we may contact about the application.** This may be someone in your organisation or it could be a consultant. |
| **Person’s Name:** | Click here to enter text. |
| **Position/Designation:** | Click here to enter text. |
| **Address:** | Click here to enter text. |
| **Postcode:** | Click here to enter text. |
| **Email Address:** | Click here to enter text. |
| **Telephone No:** | Click here to enter text. |

|  |
| --- |
| **B4. Please provide details of the contact and billing address for invoices to be sent.** The authorisation, if granted will attract an annual subsistence fee. This is the person who we can send the bill. |
| **Person’s Name:** | Click here to enter text. |
| **Position/Designation:** | Click here to enter text. |
| **Address:** | Click here to enter text. |
| **Postcode:** | Click here to enter text. |
| **Email Address:** | Click here to enter text. |
| **Telephone No:** | Click here to enter text. |
| **SEPA account number (if known):** | Click here to enter text. |

**REMITTANCE INFORMATION**

|  |
| --- |
| **Please provide payment details for the application**  |
| 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](https://www.sepa.org.uk/regulations/authorisations-and-permits/charging-schemes/charging-schemes-and-summary-charging-booklets/) 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. |
| **BACS** | Sort Code | 83-34-00 | **IMPORTANT!** When paying by BACS or direct transfer you MUST submit remittance advice or proof of payment with your application form. If this is not received the application will be deemed invalid and returned to you, as SEPA is unable to process your application without this. |[ ]
|  | A/C Number | 00137187 |  |  |
| **Online Payment** | **Payment reference number** Click or tap here to enter text.*Go to* [Welcome to Online Payments | Scottish Environment Protection Agency (SEPA)](https://www.sepa.org.uk/about-us/welcome-to-online-payments/) *on the SEPA website to make payment by credit or debit card.*  |[ ]
| **Amount payable** | £ insert fee. |

|  |
| --- |
| **DECLARATION: Please read the declaration and complete the boxes below** |
| *I/we hereby apply for authorisation under the Environmental Authorisations (Scotland) Regulations 2018 in respect of the premises referred to in Section B and in respect of the management of radioactive substances of the description and quantities referred to in this application. I/we declare that to the best of my/our knowledge the particulars in each section of this application are true and accept that the information contained in the application may form part of the publicly available information held by the Scottish Environment Protection Agency and relevant public registers. I/we have read the data protection notice and understand the implications of the General Data Protection Regulation (GDPR).* |
| The signature box below allows you to insert a scanned image of a signature |
| Signature |  | Date | Click to enter a date. |
| Name | Click to enter name. | Position | Click to enter position. |
| Authorised on behalf of (company, corporate body, firm, etc) | Click to enter business name. |

**Email completed form and proof of payment to** **Registry@sepa.org.uk**