

APPENDIX 3

SPECIMEN APPLICATION FOR AUTHORISATION

The following is a specimen application form which has been the subject of consultation with industry representatives and members of the former IPLA (Her Majesty's Inspectorate of Pollution/Local Authority Enforcement Liaison) Committee. Given the consistent nature of service station operations, it is likely to be more efficient for both industry and local enforcing authorities to make use of this form in all cases.

In accordance with the Environmental Protection (Prescribed Processes & Substances Etc) (Amendment) (Petrol Vapour Recovery) Regulations 1995, SI 2678, applications may not be made more than 15 months before the date on which authorisation is required. (See Clause 9). Operators are strongly advised to submit their applications no later than 9 months before the relevant date in order to allow local authorities sufficient time to determine the application. Operation without an authorisation after the relevant date would be an offence.

References to the term "process" are references to the unloading into storage of petrol. The operator of the process under the terms of the Act is most likely to be the person with management responsibility for the procedures on site. This does not, however, absolve other people of their responsibilities (for instance of drivers in the case of following unloading procedures or of the equipment owners in the case of installation of equipment) since action can be taken directly under section 158 of the Act.

Further advice on transfer of authorisations and on process changes may be found in General Guidance Note GG1-- "Introduction to Part I of the Act"; ISBN 0 11 752423 9, published by HMSO, £5 net.

**Application for Authorisation; Part I,
Environmental Protection Act, 1990**

Section A: General Information

1. Name and address of premises where process is/will be carried out

SNAX 24 LTD, ELLENBROOK ROAD, IPSWICH,
SUFFOLK Post Code IP2 9RP
01473- Telephone No. 688 326 Contact Name LISA SMITH
Position MANAGERESS

2. Name and address of applicant[s]

SNAX 24 LTD, ARCHWAY HOUSE, 105A
HIGH STREET, BERKHAMSTED, HERTS. HP4 2D

Telephone No 91442
861000 Contact Name PAUL SUCHODOLSKI
Position INVENTORY & PROJECT
MANAGER

3. Name and address of registered office (if applicable) In the case of partnerships, names and home addresses of the partners.

SNAX 24 LTD, SOUTHAMPTON ROW
LONDON WC1B 5HS

Telephone No 0171 -
405 + 3711 Contact Name SOLICITORS
Position SOLICITORS

4. Name of the ultimate holding company (if applicable)

SNAX 24 CORPORATION

5. Address for correspondence if different from (1) above

SNAX 24 LTD, ARCHWAY HOUSE, 105A
HIGH STREET, BERKHAMSTED, HERTS
HP4 2DG

6. Enclose a map/plan with the application showing the location where the process is/will be carried out. Where the process is/will be carried out on only part of the premises please indicate the exact location on the plan enclosed.

ENCLOSED

7. Is the service station located under permanent living quarters or working areas? See Clause 9

YES	NO
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8. When was vapour balancing equipment installed or when will it be installed?

15/9/97

Section B. Process and Control Information

9. Volume of petrol unloaded into the service station in each of the last three calendar years (see Clause 9 of this Note for the relevant timescales); in cubic metres (ie litres divided by 1000). Circle the appropriate band

YEAR	VOLUME OF PETROL/m ³			
	<100	100-500	501-1000	>1000
1995	<100	100-500	501-1000	>1000
1996	<100	100-500	501-1000	>1000
1997	<100	100-500	501-1000	>1000

10. Are deliveries "Driver Controlled"

YES	NO
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11. At a maximum, how many tanker compartments discharge into storage tanks at any one time, or will do so once a vapour balancing system is in place. If the latter information is not known, a statement of what assessment will be made to determine this information and within what timescale. The information supplied under item 11 should be supplemented by a site specific assessment. (See Clause 17).

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12. Measures taken or to be taken for vapour emission control, both during unloading and in storage

VAPOUR COLLECTION PIPE TO BE CONNECTED FROM THE TANKER TO VAPOUR COLLECTION VALVE PRIOR TO COMMENCEMENT OF FUEL DELIVERIES. A PRESSURE VACUUM VENT IS INSTALLED IN THE TOP OF THE SPIRIT VENT PIPES TO PREVENT EGRESS OF VAPOUR DURING STORAGE

13. Please attach process diagrams and plans of vapour balancing equipment (including height and location of tank vent pipes)

ATTACHED

14. Unloading procedure and instructions (please attach)

SEE ATTACHED

15. Details of Supervision, Training and Qualifications of Operating Staff [Details should be specific to on-site staff and include general statements concerning delivery drivers]

MANAGER TRAINED AND COMPETENT PERSON
OTHER SITE STAFF MUST PASS OUR SMAX
24 FUEL DELIVERY MODULE BEFORE THEY
ARE DESIGNATED TO BE COMPETENT
PERSONS

16. Schedule of maintenance of vapour balancing controls [please attach]

VAPOUR COLLECTION VALVES WILL
BE INSPECTED DURING EVERY DELIVERY.
PRESSURE VACUUM VENT TO BE PHYSICALLY
INSPECTED EVERY 12 MONTHS OR WHEN
DIFFICULTIES ARE EXPERIENCED DURING
DELIVERIES, THEREUPON SPECIFIC INSPECTIONS
WILL BE MADE BY A SPECIALIST CONTRACTOR

17. Schedule of examination and testing for vapour balancing controls [please attach]

DITTO 16

18. Procedures or contingency measures in the event of vapour containment equipment failure. [please attach]

VAPOUR COLLECTION VALVE AND
PRESSURE VACUUM VENT TO BE
PHYSICALLY INSPECTED BY SPECIALIST
CONTRACTOR AND REPLACED IF
REQUIRED

You may also supply any other information you wish the Local Authority to take into account when considering your application.

I hereby certify that I am authorised to sign to sign this application and all the information contained in this application is correct to the best of my knowledge and belief.

Name (BLOCK CAPITALS): PAUL SUCHODOLSKI

Signature: Paul Suchodolski Date: 5/1/98

Designation: Inventory & Project Manager

Fee attached (cheques payable to the Council) £ 100.00